

***Milton Township Board***  
***Tentative Agenda for Regular Meeting***  
***August 18, 2025 9:00 a.m.***

7023 Cherry Ave, PO Box 309, Kewadin MI 49648  
Phone: (231)264-6612  
Website: [www.miltontownshipmi.gov](http://www.miltontownshipmi.gov)

**A. Call to Order:** Roll Call and Pledge of Allegiance

Chris Weinzapfel – Supervisor	Joe Renis – Trustee
Liz Atkinson – Treasurer	Bruce Veliquette – Trustee
Janet Beebe – Clerk	

**B. Approval of the Agenda** – amendments presented at this time, then approved separately.

**C. Consent Agenda** (streamlining approval process with only one motion):

- i. Approve Draft Minutes of the Board Meeting on July 21, 2025
- ii. Approve Draft Minutes of the Special Board Meeting on August 14, 2025
- iii. Treasurer's Report – provided in packet
- iv. Approval of Bills to be paid – provided in packet

**D. Public Comment on agenda items only.**

1. Comments shall be directed to the board, with questions directed to the chair.
2. Persons may address the board on matters that are relevant to township government issues.
3. No person shall be allowed to speak more than once on the same matter, excluding the time needed to answer board members' questions. The chair shall control the amount of time each person shall be allowed to speak, which shall not exceed three (3) minutes.

**E. Reports**

1. **Sheriff's Report** – Provided in packet
2. **Fire Department**
3. **EMS Report** – Provided in packet
4. **Zoning Report** –
  - i. STR ordinance review/ moratorium
  - ii. Shoreline Protection Ordinance
  - iii. Fence Ordinance
5. **Planning Commission**
  - i. Permits with delinquent taxes ordinance update

6. **County Commissioner**
7. **Library Report** – Provided in packet
8. **Unfinished Business**
  - i. Cairn Highway (Village Zone) Sewer District
  - ii. Insurance
9. **New Business**
  - i. Daily assessment of civil infractions when not in compliance
10. **Public Comment** – same guidelines as above apply.
11. **Board Comment**
13. **Scheduled Activities/ Future meetings**
  - i. Next board meeting is Monday, September 15, 2025 at 9:00 am
14. **Adjournment**

Draft  
Milton Township  
Meeting Minutes  
July 21, 2025

Members present: C. Weinzapfel, L. Atkinson, J. Beebe, J. Renis, and B. Veliquette

Also, present: B. Hefferan, J. Petersen, K. Hoch, and 9 audience members

Weinzapfel called the meeting to order at 9 am and the Pledge was recited.

### **Agenda**

Atkinson/ Renis made **motion** to approve the agenda as presented. **Motion carried 5-0.**

### **Consent Agenda:**

- i. Approve Draft Minutes of the Board Meeting on June 16, 2025
- ii. Approve Draft Minutes of Special Meeting on June 25, 2025
- iii. Treasurer's Report – provided in packet
- iv. Approval of Bills to be paid – provided in packet

**Motion** made to approve the consent agenda by Renis/ Veliquette

Roll Call:

Veliquette: Yes

Beebe: Yes

Atkinson: Yes

Renis: Yes

Weinzapfel: Yes

**Motion carried 5-0.**

### **Public Comment – none**

### **Sheriff's Report**

K. Hoch addressed the board and updated on current events happening in the county. Drugs being confiscated by the whole department with success. 5 new recruits in the department. 173 events addressed by department in June.

### **Fire Department**

Report provided by J. Ball, C. Weinzapfel provided some highlights. 11 calls in June, 60 total in 2025. Architect has submitted new plans. Board will be able to review.

**EMS Report** – As presented in packet.

**Zoning Report** – as presented in packet.

### **Planning Commission**

Planning Commission did not meet in July and will not meet in August.

#### **County Commissioner**

B. Hefferan presented. Road Commissioner is seeking a new Engineer-Manager, as Burt Thompson has announced his retirement in October, 2026.

**Library Report** – As presented in packet

#### **Unfinished Business**

1. Cairn Highway (Village Zone) Sewer District: Waiting for attorney to get us a resolution to address situation.

2. Insurance: Still reviewing policies.

3. Weinzapfel reviewed ordinance updates:

Fence ordinance: Renis withdrew June's motion to send back to Planning Commission.

We would like to see written ordinance reviewed by the board before sent back. Motion made by Renis/ Atkinson to request ordinance from Planning Commission for the board to review and then approve, deny, or send back. **Motion carried 5-0.**

Permits with delinquent taxes ordinance update: Waiting for clarification request.

Shoreline Ordinance: Waiting for final copy from zoning for review. Expecting to review at August meeting.

#### **New Business**

1. Parking lot issues: Parking lot signs have been ordered to reserve upper tier parking for Township business only, not for pickleball parking. If this is disregarded, a parking ordinance will be considered.

2. MAMC Grant application :\$10,000 grant for ADA compliance options has opened up. Beebe requests permission to apply for grant to install handrails and ramp by front door entrance. Motion made by Beebe/ Weinzapfel to grant permission to apply for the grant. **Motion approved 5-0.**

#### **Public Comment**

J. Grammar stated that the board should not consider new ordinances until the current ordinances are being enforced.

T. Martina stated that the board meetings were not posted on website. Asked what changed to reconsider the fence ordinance?

#### **Board Comment**

Weinzapfel stated that the fall clean up day is scheduled for August 23, 2025 (one week earlier due to the Labor Day weekend). Proof of residency is required.

Atkinson reminded everyone that there is an election on August 5, 2025.

Next regular board meeting is Monday, August 18, 2025 at 9:00 am.

Meeting adjourned by order of the chair at 9:26 am.

These minutes are subject to approval at the August 18, 2025 meeting. A copy of these minutes are available at [MiltonTownshipMI.gov](http://MiltonTownshipMI.gov).

Respectfully submitted,  
Janet Beebe, Clerk

Draft  
Milton Township  
Special Board Meeting Minutes  
August 14, 2025

Members present: C. Weinzapfel, J. Beebe, L. Atkinson, J. Renis, and B. Veliquette

Also, present: R. Kendra, J. Ball, B. Kingon, B. Ford, L. Ball, T. Way, J. Dawson, A. Albert.

Weinzapfel called the meeting to order at 10am.

R. Kendra presented the plans for the new fire hall renovation. The most recent update uses the current fire department building for office space and training space and has a better flow for the building connecting to the new apparatus building. It also allows for growth for the future. The cost is estimated at \$3.6 million.

Discussion regarding cost of renovating versus tearing down and starting over. Architect feels that renovation is less costly option.

Discussion on next steps. First must figure out funding. Fire department has some funds available, but also a new truck coming.

Atkinson/ Veliquette made **motion** to pursue \$4 million bond options to fund project.

Roll Call:

Beebe: yes

Renis: yes

Veliquette: yes

Atkinson: yes

Weinzapfel: yes

**Motion passed: 5-0**

Weinzapfel will follow up with bond attorneys and will present information to the board.

Public Comment – B. Ford expressed gratitude to board for moving forward.

Meeting adjourned by order of the chair at 10:40am.

These minutes are subject to approval at the August 18, 2025 meeting. A copy of these minutes is available at [MiltonTownshipMI.gov](http://MiltonTownshipMI.gov).

Respectfully submitted,  
Janet Beebe, Clerk

GL NUMBER	DESCRIPTION	2025-26 ACTIVITY THRU 07/31/25	2025-26 ORIGINAL BUDGET
ESTIMATED REVENUES			
Dept 000			
101-000-402	CURRENT TAX COLLECT		450,512.39
101-000-407	DEL. TAX COLLECTION		
101-000-412	DELINQ. PERS. PROP.		
101-000-413	OVER/SHORT		
101-000-445	PTAF 3% PENALTY		1,500.00
101-000-447	PTAF 1%	16,781.51	137,107.71
101-000-476	ZONING PERMITS	12,026.00	15,000.00
101-000-573	LOCAL COMMUNITY STABILIZATION SHA	12,952.65	500.00
101-000-574	STATE SHARE REVENUE	82,555.00	252,692.00
101-000-607	LAND DIVISION & PUBLIC HEARINGS	250.00	500.00
101-000-645	CABLE TV FRANCHISE FEES	9,176.79	48,000.00
101-000-646	STAX COLLECTION FEE	5,376.00	5,500.00
101-000-664	INTEREST-TAX ACCT.		
101-000-665	INTEREST EARNED	18,689.10	30,000.00
101-000-666	INTEREST-CD	25,036.87	40,000.00
101-000-667	RENTALS- OLD TOWN HALL	1,700.00	2,000.00
101-000-668	ROYALTIES	777.95	1,500.00
101-000-669	LIBRARY MILLAGE		
101-000-670	TOWER LEASE	7,478.24	22,000.00
101-000-671	ROAD MILLAGE		328,564.61
101-000-672	AMBULANCE MILLAGE		356,727.48
101-000-673	SALE OF FIXED ASSET	1,500.00	5,000.00
101-000-674	MISC. REVENUE	990.49	500.00
101-000-675	DONATIONS	112.25	
101-000-676	REIMBURSEMENTS	1,119.15	
101-000-677	REIMB. ZONING	522.30	1,000.00
101-000-678	REIMBURSEMENTS-ELECTION	5,600.67	
101-000-679	SHORT TERM RENTAL ANNUAL FEE	2,600.00	5,000.00
101-000-687	REFUND / REBATES	68.69	
101-000-699	OTHER FUND TRANSFER		
Totals for dept 000 -		205,313.66	1,703,604.19
TOTAL ESTIMATED REVENUES		205,313.66	1,703,604.19

GL NUMBER	DESCRIPTION	2025-26 ACTIVITY THRU 07/31/25	2025-26 ORIGINAL BUDGET
<b>APPROPRIATIONS</b>			
Dept 101 - TOWNSHIP BOARD			
101-101-702	SALARY-TOWNSHIP BOARD	4,117.28	12,500.00
101-101-703	SALARY-CLERICAL	450.00	2,000.00
101-101-704	FICA (SS/MED)	337.07	1,200.00
101-101-706	PENSION - VANGUARD	240.56	750.00
101-101-723	MEMBERSHIP	7,318.00	8,000.00
101-101-727	SUPPLIES		1,000.00
101-101-801	LEGAL FEES/PROF SERVICES	2,522.54	45,000.00
101-101-802	AUDIT/CONTRACTS	724.00	30,000.00
101-101-860	MILEAGE		
101-101-900	PUBLISHING	2,068.75	8,000.00
101-101-956	OTHER EXPENSE/TAX TRIBUNALS	22.25	1,500.00
101-101-960	EDUCATION		
101-101-975	LAND		
101-101-977	EQUIPMENT		
Totals for dept 101 - TOWNSHIP BOARD		17,800.45	109,950.00
Dept 171 - SUPERVISOR			
101-171-702	SALARY-SUPERVISOR	11,179.96	33,539.87
101-171-704	FICA (SS/MED)	1,050.38	3,667.40
101-171-705	HEALTH INSURANCE	2,550.40	14,400.00
101-171-706	PENSION - VANGUARD	1,118.00	3,579.86
101-171-860	MILEAGE		100.00
101-171-960	EDUCATION		2,000.00
101-171-977	EQUIPMENT		2,000.00
Totals for dept 171 - SUPERVISOR		15,898.74	59,287.13
Dept 191 - ELECTION			
101-191-702	SALARY-ELECTION	1,250.40	8,000.00
101-191-704	FICA (SOCIAL SEC/MEDICARE)	95.67	612.00
101-191-727	SUPPLIES	221.07	3,000.00
101-191-801	LEGAL FEES/PROF SERVICES		500.00
101-191-860	MILEAGE	30.80	500.00
101-191-900	PUBLISHING	417.60	4,000.00
101-191-956	OTHER EXPENSE		500.00
101-191-960	EDUCATION		325.00
101-191-977	EQUIPMENT/SUPPLIES		2,500.00
Totals for dept 191 - ELECTION		2,015.54	19,937.00
Dept 209 - ASSESSOR			
101-209-702	SALARY-ASSESSOR	14,305.92	42,917.79
101-209-704	FICA (SOCIAL SEC/MEDICARE)	743.71	3,283.21
101-209-705	HEALTH INSURANCE	4,800.00	14,400.00
101-209-706	PENSION - VANGUARD	1,430.60	4,291.78
101-209-727	SUPPLIES		500.00
101-209-728	POSTAGE		3,000.00
101-209-801	LEGAL FEES/PROF SERVICES		5,000.00
101-209-802	DATA PROCES/CONTRAC	1,609.40	5,000.00
101-209-977	EQUIPMENT		
Totals for dept 209 - ASSESSOR		22,889.63	78,392.78
Dept 215 - CLERK			
101-215-702	SALARY-CLERK	13,168.36	39,505.11
101-215-703	SALARY DEPUTY	5,459.25	15,600.00
101-215-704	FICA (SOCIAL SEC/MEDICARE)	1,425.00	4,215.54
101-215-705	HEALTH INSURANCE		14,400.00
101-215-706	PENSION - VANGUARD	1,316.84	3,950.52
101-215-723	MEMBERSHIP		200.00
101-215-727	SUPPLIES	248.29	1,200.00
101-215-802	CONTRACTS/DATA PROCESSING		500.00
101-215-860	MILEAGE	299.60	100.00
101-215-956	OTHER EXPENSE		200.00
101-215-960	EDUCATION	361.55	300.00
101-215-977	EQUIPMENT	1,499.47	1,600.00
Totals for dept 215 - CLERK		23,778.36	81,771.17
Dept 247 - BOARD OF REVIEW			
101-247-702	SALARY-BOARD OF REVIEW	1,500.00	3,000.00
101-247-704	FICA (SOCIAL SEC/MEDICARE)	114.75	229.50
101-247-727	SUPPLIES		200.00
101-247-860	MILEAGE		50.00
101-247-900	PUBLISHING		150.00
101-247-956	OTHER EXPENSE		150.00
101-247-960	EDUCATION		
Totals for dept 247 - BOARD OF REVIEW		1,614.75	3,779.50

GL NUMBER	DESCRIPTION	2025-26 ACTIVITY THRU 07/31/25	2025-26 ORIGINAL BUDGET
<b>APPROPRIATIONS</b>			
Dept 253 - TREASURER			
101-253-702	SALARY-TREASURER	13,168.36	39,505.11
101-253-703	SALARY DEPUTY	1,672.80	17,056.00
101-253-704	FICA (SOCIAL SEC/MEDICARE)	1,416.66	5,223.05
101-253-705	HEALTH INSURANCE	3,677.08	14,400.00
101-253-706	PENSION - VANGUARD	1,316.84	3,950.52
101-253-727	POSTAGE/SUPPLIES	2,012.47	4,000.00
101-253-802	DATA PROCESSING	1,837.28	6,000.00
101-253-860	MILEAGE		50.00
101-253-900	PUBLISHING		100.00
101-253-956	OTHER EXPENSE		100.00
101-253-960	EDUCATION		500.00
101-253-977	EQUIPMENT	1,499.47	
Totals for dept 253 - TREASURER		26,600.96	90,884.68
Dept 265 - OLD TOWNSHIP HALL			
101-265-702	SALARY-OLD TOWN HALL	600.00	2,500.00
101-265-704	FICA (SOCIAL SEC/MEDICARE)	45.90	137.70
101-265-727	SUPPLIES		300.00
101-265-920	UTILITIES	878.78	3,200.00
101-265-930	REPAIR/MAINTENANCE		20,000.00
101-265-956	MISC. EXPENSE/DEPOSIT REFUNDS	600.00	
101-265-977	EQUIPMENT		2,500.00
Totals for dept 265 - OLD TOWNSHIP HALL		2,124.68	28,637.70
Dept 268 - TOWNSHIP OFFICE			
101-268-702	SALARY-TOWNSHIP OFFICE	6,622.13	14,000.00
101-268-704	FICA (SOCIAL SEC/MEDICARE)	525.41	1,071.00
101-268-727	SUPPLIES	987.51	5,000.00
101-268-802	CONTRACTS	25,134.10	7,000.00
101-268-850	PHONE/FAX	638.52	3,500.00
101-268-851	INTERNET/WEB HOST	520.00	2,500.00
101-268-920	UTILITIES	1,641.43	4,000.00
101-268-930	REPAIR/MAINTENANCE	2,231.56	4,500.00
101-268-956	OTHER EXPENSE	36.00	500.00
101-268-959	BOR/TAX TRIBUNALS		
101-268-977	EQUIPMENT		
Totals for dept 268 - TOWNSHIP OFFICE		38,336.66	42,071.00
Dept 276 - CEMETERY			
101-276-702	SALARY-CEMETERY MAINT.	689.16	2,067.44
101-276-703	SALARY-CEMETERY SEXTON		1,711.75
101-276-704	FICA (SOCIAL SEC/MEDICARE)	52.72	290.00
101-276-727	SUPPLIES	143.48	250.00
101-276-801	LEGAL FEES/PROF SERVICES		
101-276-802	CONTRACTS/DATA PROCESSING	385.00	500.00
101-276-920	UTILITIES	117.72	400.00
101-276-930	REPAIR/MAINTENANCE	206.00	7,000.00
101-276-956	OTHER EXPENSE		500.00
101-276-975	LAND		
101-276-977	EQUIPMENT		
Totals for dept 276 - CEMETERY		1,594.08	12,719.19
Dept 410 - ZONING			
101-410-702	SALARY-ZONING	5,891.70	14,000.00
101-410-703	SALARY-PLANNING/ZBA	4,925.00	15,000.00
101-410-704	FICA (SOCIAL SEC/MEDICARE)	820.99	2,102.22
101-410-705	HEALTH INSURANCE		
101-410-706	PENSION - VANGUARD		
101-410-723	MAGAZINES/MEMBERSHIPS		50.00
101-410-727	SUPPLIES		500.00
101-410-801	LEGAL FEES	29,807.00	30,000.00
101-410-802	CONTRACTS/CONSULTANTS	11,358.75	30,000.00
101-410-860	MILEAGE	88.20	1,200.00
101-410-900	PUBLISHING	627.00	2,500.00
101-410-956	OTHER EXPENSE	1,500.00	200.00
101-410-960	EDUCATION		3,000.00
101-410-977	EQUIPMENT		1,000.00
Totals for dept 410 - ZONING		55,018.64	99,552.22
Dept 434 - AMBULANCE			
101-434-802	AMBULANCE	173,585.00	341,250.00
101-434-803	CONTRACTS/MUTUAL AID		11,500.00
Totals for dept 434 - AMBULANCE		173,585.00	352,750.00
Dept 446 - ROADS			

GL NUMBER	DESCRIPTION	2025-26 ACTIVITY THRU 07/31/25	2025-26 ORIGINAL BUDGET
<b>APPROPRIATIONS</b>			
Dept 446 - ROADS			
101-446-930	ROADS	213,000.00	350,000.00
Totals for dept 446 - ROADS		213,000.00	350,000.00
Dept 448 - STREET & TRAFFIC LIGHTS			
101-448-920	UTILITIES	967.90	3,000.00
Totals for dept 448 - STREET & TRAFFIC LIGHTS		967.90	3,000.00
Dept 529 - RECYCLING/CLEAN UP DAYS			
101-529-802	CLEAN UP DAY	22,291.20	50,000.00
101-529-804	RECYCLING CENTER	1,339.96	5,000.00
Totals for dept 529 - RECYCLING/CLEAN UP DAYS		23,631.16	55,000.00
Dept 751 - ACCESSES			
101-751-702	SALARY-ACCESSES	786.16	2,358.54
101-751-704	FICA (SOCIAL SEC/MEDICARE)	60.15	180.43
101-751-727	SUPPLIES	12.75	200.00
101-751-801	LEGAL FEES/PROF SERVICES		2,000.00
101-751-802	CONTRACTS		
101-751-930	REPAIR/MAINTENANCE	795.00	10,000.00
101-751-956	OTHER EXPENSE		
101-751-975	LAND		
101-751-977	EQUIPMENT		
Totals for dept 751 - ACCESSES		1,654.06	14,738.97
Dept 752 - PARKS			
101-752-702	SALARY-PARKS	8,081.08	24,243.26
101-752-704	FICA (SOCIAL SEC/MEDICARE)	778.99	2,956.21
101-752-705	HEALTH INSURANCE	1,435.20	14,400.00
101-752-706	PENSION - VANGUARD	1,281.88	3,845.61
101-752-722	GAS ALLOWANCE	666.68	2,000.00
101-752-727	SUPPLIES	266.11	2,000.00
101-752-802	CONSULTANTS/PROF SERVICES		1,000.00
101-752-920	UTILITIES	2,006.29	5,000.00
101-752-930	REPAIR/MAINTENANCE	10,222.44	15,000.00
101-752-956	OTHER EXPENSE		5,000.00
101-752-971	CAPITAL OUTLAY		
101-752-975	LAND		
101-752-978	FIXED ASSETS	4,524.00	5,000.00
Totals for dept 752 - PARKS		29,262.67	80,445.08
Dept 790 - LIBRARY			
101-790-803	LIBRARY MILLAGE	8,401.18	
Totals for dept 790 - LIBRARY		8,401.18	
Dept 862 - EMPLOYER EXPENSE			
101-862-717	UNEMPLOYMENT		
Totals for dept 862 - EMPLOYER EXPENSE			
Dept 865 - INSURANCE			
101-865-910	LIABILITY INSURANCE	46,359.00	45,000.00
Totals for dept 865 - INSURANCE		46,359.00	45,000.00
Dept 965 - TRANSFERS			
101-965-999	TRANSFER TO OTHER FUNDS		
Totals for dept 965 - TRANSFERS			
Dept 970 - MISCELLANEOUS			
101-970-890	CONTINGENCY		25,000.00
101-970-975	LAND		
101-970-977	CAPITAL OUTLAY		
Totals for dept 970 - MISCELLANEOUS			25,000.00
<b>TOTAL APPROPRIATIONS</b>		<b>704,533.46</b>	<b>1,552,916.42</b>
NET OF REVENUES/APPROPRIATIONS - FUND 101		(499,219.80)	150,687.77
BEGINNING FUND BALANCE		2,830,747.48	2,830,747.48
ENDING FUND BALANCE		2,331,527.68	2,981,435.25

08/08/2025 10:02 AM

## ACTIVITY BY GL/JOURNAL REPORT

Page:

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User: Liz

DB: Milton Township

TRANSACTIONS FROM 07/01/2025 TO 07/31/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-101-702 SALARY-TOWNSHIP BOARD						
Journal PR: Payroll						
17129	07/03/2025	JULY PAYROLL	1437	Multiple	711.32	
17129	07/03/2025	JULY PAYROLL	1437	Multiple	307.50	
		Journal Totals			1,018.82	0.00
Totals for 101-101-702						
		Balance 07/01/25:			3,098.46	
		Net Change:			1,018.82	
		Balance 07/31/25:			4,117.28	
101-101-703 SALARY-CLERICAL						
Journal PR: Payroll						
17129	07/03/2025	JULY PAYROLL	1437	Multiple	112.50	
		Journal Totals			112.50	0.00
Totals for 101-101-703						
		Balance 07/01/25:			337.50	
		Net Change:			112.50	
		Balance 07/31/25:			450.00	
101-101-704 FICA (SS/MED)						
Journal GJ: General Journal						
17344	07/03/2025	RECLASSIFY FICA	1457	101-268-704	23.52	
		Journal Totals			23.52	0.00
Journal PR: Payroll						
17129	07/03/2025	JULY PAYROLL	1437	Multiple	63.02	
		Journal Totals			63.02	0.00
Totals for 101-101-704						
		Balance 07/01/25:			250.53	
		Net Change:			86.54	
		Balance 07/31/25:			337.07	
101-101-706 PENSION - VANGUARD						
Journal GJ: General Journal						
17318	07/01/2025	ASCENSUS (VANGUARD)	1449	Multiple	30.07	
17318	07/01/2025	ASCENSUS (VANGUARD)	1449	Multiple	30.07	
		Journal Totals			60.14	0.00
Totals for 101-101-706						
		Balance 07/01/25:			180.42	
		Net Change:			60.14	
		Balance 07/31/25:			240.56	
101-101-801 LEGAL FEES/PROF SERVICES						
Journal AP: Accounts Payable						
17289	07/24/2025	VARNUM	1384325	101-000-202	2,578.00	
		Journal Totals			2,578.00	0.00
Totals for 101-101-801						
		Balance 07/01/25:			55.46 CR	
		Net Change:			2,578.00	
		Balance 07/31/25:			2,522.54	
101-101-802 AUDIT/CONTRACTS						
Journal PR: Payroll						
17129	07/03/2025	JULY PAYROLL	1437	Multiple	161.00	
		Journal Totals			161.00	0.00
Totals for 101-101-802						
		Balance 07/01/25:			563.00	
		Net Change:			161.00	
		Balance 07/31/25:			724.00	

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## ACTIVITY BY GL/JOURNAL REPORT

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User: Liz

FROM 101-101-702 TO 101-970-977

DB: Milton Township

TRANSACTIONS FROM 07/01/2025 TO 07/31/2025

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DEBIT

CREDIT

## 101-101-900 PUBLISHING

Journal AP: Accounts Payable

17200 07/14/2025 Elk Rapids News

6.30.2025

Multiple

264.00

Journal Totals

264.00

0.00

Totals for 101-101-900

264.00

0.00

Balance 07/01/25:

1,804.75

Net Change:

264.00

Balance 07/31/25:

2,068.75

## 101-171-702 SALARY-SUPERVISOR

Journal PR: Payroll

17129 07/03/2025 JULY PAYROLL

1437

Multiple

2,794.99

Journal Totals

2,794.99

0.00

Totals for 101-171-702

2,794.99

0.00

Balance 07/01/25:

8,384.97

Net Change:

2,794.99

Balance 07/31/25:

11,179.96

## 101-171-704 FICA (SS/MED)

Journal PR: Payroll

17129 07/03/2025 JULY PAYROLL

1437

Multiple

262.59

Journal Totals

262.59

0.00

Totals for 101-171-704

262.59

0.00

Balance 07/01/25:

787.79

Net Change:

262.59

Balance 07/31/25:

1,050.38

## 101-171-705 HEALTH INSURANCE

Journal PR: Payroll

17129 07/03/2025 JULY PAYROLL

1437

Multiple

637.60

Journal Totals

637.60

0.00

Totals for 101-171-705

637.60

0.00

Balance 07/01/25:

1,912.80

Net Change:

637.60

Balance 07/31/25:

2,550.40

## 101-171-706 PENSION - VANGUARD

Journal GJ: General Journal

17318 07/01/2025 ASCENSUS (VANGUARD)

1449

Multiple

279.50

Journal Totals

279.50

0.00

Totals for 101-171-706

279.50

0.00

Balance 07/01/25:

838.50

Net Change:

279.50

Balance 07/31/25:

1,118.00

## 101-191-900 PUBLISHING

Journal AP: Accounts Payable

17145 07/07/2025 KCI

17200 07/14/2025 Elk Rapids News

348415

Multiple

153.60

6.30.2025

Multiple

132.00

Journal Totals

285.60

0.00

Totals for 101-191-900

285.60

0.00

Balance 07/01/25:

132.00

Net Change:

285.60

Balance 07/31/25:

417.60

## 101-209-702 SALARY-ASSESSOR

Journal PR: Payroll

17129 07/03/2025 JULY PAYROLL

1437

Multiple

3,576.48

Journal Totals

3,576.48

0.00

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User: Liz

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FROM 101-101-702 TO 101-970-977

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101-209-702 SALARY-ASSESSOR

Totals for 101-209-702

3,576.48

0.00

Balance 07/01/25:	10,729.44
Net Change:	3,576.48
Balance 07/31/25:	14,305.92

101-209-704 FICA (SOCIAL SEC/MEDICARE)

Journal PR: Payroll

17129 07/03/2025 JULY PAYROLL

1437

Multiple

185.93

Journal Totals

185.93

0.00

Totals for 101-209-704

185.93

0.00

Balance 07/01/25:	557.78
Net Change:	185.93
Balance 07/31/25:	743.71

101-209-705 HEALTH INSURANCE

Journal AP: Accounts Payable

17223 07/16/2025 DELTA DENTAL

MBR0000260635

101-000-202

32.67

17288 07/24/2025 Priority Health

2519800017191

101-000-202

2,313.39

Journal Totals

2,346.06

0.00

Journal PR: Payroll

17129 07/03/2025 JULY PAYROLL

1437

Multiple

1,146.06

Journal Totals

0.00

1,146.06

Totals for 101-209-705

2,346.06

1,146.06

Balance 07/01/25:	3,600.00
Net Change:	1,200.00
Balance 07/31/25:	4,800.00

101-209-706 PENSION - VANGUARD

Journal GJ: General Journal

17318 07/01/2025 ASCENSUS (VANGUARD)

1449

Multiple

357.65

Journal Totals

357.65

0.00

Totals for 101-209-706

357.65

0.00

Balance 07/01/25:	1,072.95
Net Change:	357.65
Balance 07/31/25:	1,430.60

101-209-802 DATA PROCES/CONTRAC

Journal AP: Accounts Payable

17132 07/07/2025 Antrim County Treasurer

6177

101-000-202

119.85

Journal Totals

119.85

0.00

Totals for 101-209-802

119.85

0.00

Balance 07/01/25:	1,489.55
Net Change:	119.85
Balance 07/31/25:	1,609.40

101-215-702 SALARY-CLERK

Journal PR: Payroll

17129 07/03/2025 JULY PAYROLL

1437

Multiple

3,292.09

Journal Totals

3,292.09

0.00

Totals for 101-215-702

3,292.09

0.00

Balance 07/01/25:	9,876.27
Net Change:	3,292.09
Balance 07/31/25:	13,168.36

101-215-703 SALARY DEPUTY

Journal PR: Payroll

17129 07/03/2025 JULY PAYROLL

1437

Multiple

1,282.50

Journal Totals

1,282.50

0.00

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JE # Date Description

FROM 101-101-702 TO 101-970-977

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DEBIT

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101-215-703 SALARY DEPUTY

Totals for 101-215-703

1,282.50

0.00

Balance 07/01/25:	4,176.75
Net Change:	1,282.50
Balance 07/31/25:	5,459.25

101-215-704 FICA (SOCIAL SEC/MEDICARE)

Journal PR: Payroll

17129 07/03/2025 JULY PAYROLL

1437 Multiple

349.94

Journal Totals

349.94

0.00

Totals for 101-215-704

349.94

0.00

Balance 07/01/25:	1,075.06
Net Change:	349.94
Balance 07/31/25:	1,425.00

101-215-706 PENSION - VANGUARD

Journal GJ: General Journal

17318 07/01/2025 ASCENSUS (VANGUARD)

1449 Multiple

329.21

Journal Totals

329.21

0.00

Totals for 101-215-706

329.21

0.00

Balance 07/01/25:	987.63
Net Change:	329.21
Balance 07/31/25:	1,316.84

101-215-977 EQUIPMENT

Journal AP: Accounts Payable

17152 07/07/2025 VC3 INC

INV3561924VC3 Multiple

1,499.47

Journal Totals

1,499.47

0.00

Totals for 101-215-977

1,499.47

0.00

Balance 07/01/25:	0.00
Net Change:	1,499.47
Balance 07/31/25:	1,499.47

101-253-702 SALARY-TREASURER

Journal PR: Payroll

17129 07/03/2025 JULY PAYROLL

1437 Multiple

3,292.09

Journal Totals

3,292.09

0.00

Totals for 101-253-702

3,292.09

0.00

Balance 07/01/25:	9,876.27
Net Change:	3,292.09
Balance 07/31/25:	13,168.36

101-253-703 SALARY DEPUTY

Journal PR: Payroll

17129 07/03/2025 JULY PAYROLL

1437 Multiple

1,672.80

Journal Totals

1,672.80

0.00

Totals for 101-253-703

1,672.80

0.00

Balance 07/01/25:	0.00
Net Change:	1,672.80
Balance 07/31/25:	1,672.80

101-253-704 FICA (SOCIAL SEC/MEDICARE)

Journal PR: Payroll

17129 07/03/2025 JULY PAYROLL

1437 Multiple

450.14

Journal Totals

450.14

0.00

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## ACTIVITY BY GL/JOURNAL REPORT

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FROM 101-101-702 TO 101-970-977

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DEBIT

CREDIT

101-253-704 FICA (SOCIAL SEC/MEDICARE)

Totals for 101-253-704

450.14

0.00

Balance 07/01/25:	966.52
Net Change:	450.14
Balance 07/31/25:	1,416.66

101-253-705 HEALTH INSURANCE

Journal PR: Payroll

17129 07/03/2025 JULY PAYROLL

1437 Multiple

919.27

Journal Totals

919.27

0.00

Totals for 101-253-705

919.27

0.00

Balance 07/01/25:	2,757.81
Net Change:	919.27
Balance 07/31/25:	3,677.08

101-253-706 PENSION - VANGUARD

Journal GJ: General Journal

17318 07/01/2025 ASCENSUS (VANGUARD)

1449 Multiple

329.21

Journal Totals

329.21

0.00

Totals for 101-253-706

329.21

0.00

Balance 07/01/25:	987.63
Net Change:	329.21
Balance 07/31/25:	1,316.84

101-253-727 POSTAGE/SUPPLIES

Journal AP: Accounts Payable

17145 07/07/2025 KCI

348415 Multiple

71.04

17146 07/07/2025 LIZ ATKINSON

7.2.2025 101-000-202

31.44

Journal Totals

102.48

0.00

Totals for 101-253-727

102.48

0.00

Balance 07/01/25:	1,909.99
Net Change:	102.48
Balance 07/31/25:	2,012.47

101-253-802 DATA PROCESSING

Journal AP: Accounts Payable

17145 07/07/2025 KCI

348415 Multiple

877.28

Journal Totals

877.28

0.00

Totals for 101-253-802

877.28

0.00

Balance 07/01/25:	960.00
Net Change:	877.28
Balance 07/31/25:	1,837.28

101-253-977 EQUIPMENT

Journal AP: Accounts Payable

17152 07/07/2025 VC3 INC

INV3561924VC3 Multiple

1,499.47

Journal Totals

1,499.47

0.00

Totals for 101-253-977

1,499.47

0.00

Balance 07/01/25:	0.00
Net Change:	1,499.47
Balance 07/31/25:	1,499.47

101-265-702 SALARY-OLD TOWN HALL

Journal PR: Payroll

17129 07/03/2025 JULY PAYROLL

1437 Multiple

150.00

Journal Totals

150.00

0.00

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User: Liz

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JE # Date Description

ACTIVITY BY GL/JOURNAL REPORT FROM 101-101-702 TO 101-970-977 TRANSACTIONS FROM 07/01/2025 TO 07/31/2025				Page:	6/11
		Reference #	OFFSETTING GL	DEBIT	CREDIT
101-265-702 SALARY-OLD TOWN HALL					
Totals for 101-265-702				150.00	0.00
Balance 07/01/25:			450.00		
Net Change:			150.00		
Balance 07/31/25:			600.00		
101-265-704 FICA (SOCIAL SEC/MEDICARE)					
Journal PR: Payroll					
17129 07/03/2025 JULY PAYROLL	1437	Multiple		11.48	
Journal Totals				11.48	0.00
Totals for 101-265-704				11.48	0.00
Balance 07/01/25:			34.42		
Net Change:			11.48		
Balance 07/31/25:			45.90		
101-265-920 UTILITIES					
Journal AP: Accounts Payable					
17135 07/07/2025 DTE Energy	7.7.2025	Multiple		57.54	
17155 07/07/2025 VILLAGE OF ELK RAPIDS	7.7.2025	Multiple		54.25	
17250 07/17/2025 Consumers Energy	7.17.2025	Multiple		58.68	
Journal Totals				170.47	0.00
Totals for 101-265-920				170.47	0.00
Balance 07/01/25:			708.31		
Net Change:			170.47		
Balance 07/31/25:			878.78		
101-265-956 MISC. EXPENSE/DEPOSIT REFUNDS					
Journal AP: Accounts Payable					
17203 07/14/2025 JESUS MIGUEL	7.12.2025	101-000-202		100.00	
Journal Totals				100.00	0.00
Totals for 101-265-956				100.00	0.00
Balance 07/01/25:			500.00		
Net Change:			100.00		
Balance 07/31/25:			600.00		
101-268-702 SALARY-TOWNSHIP OFFICE					
Journal PR: Payroll					
17129 07/03/2025 JULY PAYROLL	1437	Multiple		420.92	
Journal Totals				420.92	0.00
Totals for 101-268-702				420.92	0.00
Balance 07/01/25:			6,201.21		
Net Change:			420.92		
Balance 07/31/25:			6,622.13		
101-268-704 FICA (SOCIAL SEC/MEDICARE)					
Journal GJ: General Journal					
17344 07/03/2025 RECLASSIFY FICA	1457	101-101-704			23.52
Journal Totals				0.00	23.52
Journal PR: Payroll					
17129 07/03/2025 JULY PAYROLL	1437	Multiple		32.20	
17129 07/03/2025 JULY PAYROLL	1437	Multiple		23.52	
Journal Totals				55.72	0.00
Totals for 101-268-704				55.72	0.00
Balance 07/01/25:			493.21		
Net Change:			32.20		
Balance 07/31/25:			525.41		
101-268-727 SUPPLIES					
Journal AP: Accounts Payable					
17154 07/07/2025 Village Market - Elk Rapids	7.1.2025	101-000-202		26.36	
17252 07/17/2025 LIZ ATKINSON	7.16.2025	101-000-202		10.69	

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User: Liz

DB: Milton Township

JE # Date Description

ACTIVITY BY GL/JOURNAL REPORT  
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## 101-268-727 SUPPLIES

Journal AP: Accounts Payable

Journal Totals			37.05	0.00
Totals for 101-268-727			37.05	0.00
Balance 07/01/25:		950.46		
Net Change:		37.05		
Balance 07/31/25:		987.51		

## 101-268-802 CONTRACTS

Journal AP: Accounts Payable

17143	07/07/2025	Great Lakes Business Systems	SC105944	101-000-202	56.45
17183	07/09/2025	GFL ENVIRONMENTAL	0069827251	101-000-202	132.87
17184	07/09/2025	GFL ENVIRONMENTAL	0069859439	101-000-202	1,000.00
17226	07/16/2025	VC3 INC	VC3-211331	101-000-202	213.50
Journal Totals				1,402.82	0.00
Totals for 101-268-802				1,402.82	0.00
Balance 07/01/25:		23,731.28			
Net Change:		1,402.82			
Balance 07/31/25:		25,134.10			

## 101-268-850 PHONE/FAX

Journal AP: Accounts Payable

17182	07/09/2025	FIRST COMMUNICATIONS, LLC,	128112470	101-000-202	159.54
Journal Totals				159.54	0.00
Totals for 101-268-850				159.54	0.00
Balance 07/01/25:		478.98			
Net Change:		159.54			
Balance 07/31/25:		638.52			

## 101-268-851 INTERNET/WEB HOST

Journal AP: Accounts Payable

17248	07/17/2025	CHARTER COMMUNICATIONS	005307301070725	101-000-202	130.00
Journal Totals				130.00	0.00
Totals for 101-268-851				130.00	0.00
Balance 07/01/25:		390.00			
Net Change:		130.00			
Balance 07/31/25:		520.00			

## 101-268-920 UTILITIES

Journal AP: Accounts Payable

17135	07/07/2025	DTE Energy	7.7.2025	Multiple	53.06
17250	07/17/2025	Consumers Energy	7.17.2025	Multiple	263.76
Journal Totals				316.82	0.00
Totals for 101-268-920				316.82	0.00
Balance 07/01/25:		1,324.61			
Net Change:		316.82			
Balance 07/31/25:		1,641.43			

## 101-268-930 REPAIR/MAINTENANCE

Journal AP: Accounts Payable

17140	07/07/2025	Gill-Roy's	2507-194685	Multiple	11.98
17204	07/14/2025	K&K Heating and Cooling	56504090	101-000-202	705.00
17224	07/16/2025	JANET BEEBE	7.15.2025	101-000-202	65.58
17259	07/18/2025	Stanley Steamer	708352	101-000-202	1,000.00
Journal Totals				1,782.56	0.00
Totals for 101-268-930				1,782.56	0.00
Balance 07/01/25:		449.00			
Net Change:		1,782.56			
Balance 07/31/25:		2,231.56			

101-276-702 SALARY-CEMETERY MAINT.

User: Liz

DB: Milton Township

TRANSACTIONS FROM 07/01/2025 TO 07/31/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-276-702		SALARY-CEMETERY MAINT.				
Journal PR: Payroll						
17129	07/03/2025	JULY PAYROLL	1437	Multiple	172.29	
		Journal Totals			172.29	0.00
		Totals for 101-276-702			172.29	0.00
					516.87	
					172.29	
					689.16	

## 101-276-704 FICA (SOCIAL SEC/MEDICARE)

Journal PR: Payroll

17129	07/03/2025	JULY PAYROLL	1437	Multiple	13.18	
		Journal Totals			13.18	0.00
		Totals for 101-276-704			13.18	0.00
					39.54	
					13.18	
					52.72	

## 101-276-920 UTILITIES

Journal AP: Accounts Payable

17250	07/17/2025	Consumers Energy	7.17.2025	Multiple	30.56	
		Journal Totals			30.56	0.00
		Totals for 101-276-920			30.56	0.00
					87.16	
					30.56	
					117.72	

## 101-410-702 SALARY-ZONING

Journal PR: Payroll

17129	07/03/2025	JULY PAYROLL	1437	Multiple	1,734.30	
		Journal Totals			1,734.30	0.00
		Totals for 101-410-702			1,734.30	0.00
					4,157.40	
					1,734.30	
					5,891.70	

## 101-410-703 SALARY-PLANNING/ZBA

Journal PR: Payroll

17129	07/03/2025	JULY PAYROLL	1437	Multiple	877.50	
		Journal Totals			877.50	0.00
		Totals for 101-410-703			877.50	0.00
					4,047.50	
					877.50	
					4,925.00	

## 101-410-704 FICA (SOCIAL SEC/MEDICARE)

Journal PR: Payroll

17129	07/03/2025	JULY PAYROLL	1437	Multiple	199.82	
		Journal Totals			199.82	0.00
		Totals for 101-410-704			199.82	0.00
					621.17	
					199.82	
					820.99	

## 101-410-802 CONTRACTS/CONSULTANTS

Journal AP: Accounts Payable

17247	07/17/2025	BECKETT & RAEADER	2025665	Multiple	2,887.50	
17247	07/17/2025	BECKETT & RAEADER	2025665	Multiple	210.00	
17247	07/17/2025	BECKETT & RAEADER	2025665	Multiple	105.00	
17247	07/17/2025	BECKETT & RAEADER	2025665	Multiple	157.50	

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## ACTIVITY BY GL/JOURNAL REPORT

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DEBIT

CREDIT

101-410-802 CONTRACTS/CONSULTANTS

Journal AP: Accounts Payable

Journal Totals

3,360.00

0.00

Totals for 101-410-802

3,360.00

0.00

Balance 07/01/25:	7,998.75
Net Change:	3,360.00
Balance 07/31/25:	11,358.75

101-410-900 PUBLISHING

Journal AP: Accounts Payable

17200 07/14/2025 Elk Rapids News

6.30.2025

Multiple

165.00

Journal Totals

165.00

0.00

Totals for 101-410-900

165.00

0.00

Balance 07/01/25:	462.00
Net Change:	165.00
Balance 07/31/25:	627.00

101-434-802 AMBULANCE

Journal AP: Accounts Payable

17185 07/09/2025 SOUTH TORCH LAKE FIRE

25-0601

101-000-202

418.00

Journal Totals

418.00

0.00

Totals for 101-434-802

418.00

0.00

Balance 07/01/25:	173,167.00
Net Change:	418.00
Balance 07/31/25:	173,585.00

101-448-920 UTILITIES

Journal AP: Accounts Payable

17133 07/07/2025 Consumers Energy  
17133 07/07/2025 Consumers Energy  
17275 07/22/2025 Great Lakes Energy

7.7.2025

Multiple

27.49

7.7.2025

Multiple

126.85

7.16.2025

Multiple

14.00

7.16.2025

Multiple

13.90

7.16.2025

Multiple

13.90

7.16.2025

Multiple

14.00

7.16.2025

Multiple

14.00

7.16.2025

Multiple

13.90

Journal Totals

238.04

0.00

Totals for 101-448-920

238.04

0.00

Balance 07/01/25:	729.86
Net Change:	238.04
Balance 07/31/25:	967.90

101-529-804 RECYCLING CENTER

Journal AP: Accounts Payable

17249 07/17/2025 CHARTER COMMUNICATIONS

005308101070725 101-000-202

109.99

Journal Totals

109.99

0.00

Totals for 101-529-804

109.99

0.00

Balance 07/01/25:	1,229.97
Net Change:	109.99
Balance 07/31/25:	1,339.96

101-751-702 SALARY-ACCESSES

Journal PR: Payroll

17129 07/03/2025 JULY PAYROLL

1437

Multiple

196.54

Journal Totals

196.54

0.00

Totals for 101-751-702

196.54

0.00

Balance 07/01/25:	589.62
Net Change:	196.54
Balance 07/31/25:	786.16

101-751-704 FICA (SOCIAL SEC/MEDICARE)

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DB: Milton Township

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JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
101-751-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
17129	07/03/2025	JULY PAYROLL	1437	Multiple	15.04	
		Journal Totals			15.04	0.00
		Totals for 101-751-704			15.04	0.00
					45.11	
					15.04	
					60.15	
101-752-702 SALARY-PARKS						
Journal PR: Payroll						
17129	07/03/2025	JULY PAYROLL	1437	Multiple	2,020.27	
		Journal Totals			2,020.27	0.00
		Totals for 101-752-702			2,020.27	0.00
					6,060.81	
					2,020.27	
					8,081.08	
101-752-704 FICA (SOCIAL SEC/MEDICARE)						
Journal PR: Payroll						
17129	07/03/2025	JULY PAYROLL	1437	Multiple	194.75	
		Journal Totals			194.75	0.00
		Totals for 101-752-704			194.75	0.00
					584.24	
					194.75	
					778.99	
101-752-705 HEALTH INSURANCE						
Journal PR: Payroll						
17129	07/03/2025	JULY PAYROLL	1437	Multiple	358.80	
		Journal Totals			358.80	0.00
		Totals for 101-752-705			358.80	0.00
					1,076.40	
					358.80	
					1,435.20	
101-752-706 PENSION - VANGUARD						
Journal GJ: General Journal						
17318	07/01/2025	ASCENSUS (VANGUARD)	1449	Multiple	320.47	
		Journal Totals			320.47	0.00
		Totals for 101-752-706			320.47	0.00
					961.41	
					320.47	
					1,281.88	
101-752-722 GAS ALLOWANCE						
Journal PR: Payroll						
17129	07/03/2025	JULY PAYROLL	1437	Multiple	166.67	
		Journal Totals			166.67	0.00
		Totals for 101-752-722			166.67	0.00
					500.01	
					166.67	
					666.68	
101-752-727 SUPPLIES						
Journal AP: Accounts Payable						
17225	07/16/2025	JIM RIEGLER	7.15.2025	101-000-202	12.72	
		Journal Totals			12.72	0.00

08/08/2025 10:02 AM

## ACTIVITY BY GL/JOURNAL REPORT

Page:

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User: Liz

DB: Milton Township

JE # Date Description

FROM 101-101-702 TO 101-970-977

TRANSACTIONS FROM 07/01/2025 TO 07/31/2025

Reference #

OFFSETTING GL

DEBIT

CREDIT

## 101-752-727 SUPPLIES

Totals for 101-752-727

12.72

0.00

Balance 07/01/25:	253.39
Net Change:	12.72
Balance 07/31/25:	266.11

## 101-752-920 UTILITIES

Journal AP: Accounts Payable

17155 07/07/2025 VILLAGE OF ELK RAPIDS	7.7.2025	Multiple	54.25
17250 07/17/2025 Consumers Energy	7.17.2025	Multiple	28.87
17250 07/17/2025 Consumers Energy	7.17.2025	Multiple	373.00
17250 07/17/2025 Consumers Energy	7.17.2025	Multiple	37.72

Journal Totals

493.84

0.00

Totals for 101-752-920

493.84

0.00

Balance 07/01/25:	1,512.45
Net Change:	493.84
Balance 07/31/25:	2,006.29

## 101-752-930 REPAIR/MAINTENANCE

Journal AP: Accounts Payable

17140 07/07/2025 Gill-Roy's	2507-194685	Multiple	151.68
17144 07/07/2025 JIM RIEGLER	7.2.2025	101-000-202	59.33
17274 07/22/2025 Gmoser's Septic Service	411628	101-000-202	615.00

Journal Totals

826.01

0.00

Totals for 101-752-930

826.01

0.00

Balance 07/01/25:	9,396.43
Net Change:	826.01
Balance 07/31/25:	10,222.44

## 101-865-910 LIABILITY INSURANCE

Journal AP: Accounts Payable

17276 07/22/2025 MICHIGAN MUNICIPAL LEAGUE	7608207	Multiple	1,819.00
--	---------	----------	----------

Journal Totals

1,819.00

0.00

Totals for 101-865-910

1,819.00

0.00

Balance 07/01/25:	44,540.00
Net Change:	1,819.00
Balance 07/31/25:	46,359.00

08/08/2025 09:57 AM  
User: Liz  
DB: Milton Township

BUDGET REPORT  
Fund: 206 FIRE FUND  
Calculations as of 07/31/2025

Page:

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GL NUMBER	DESCRIPTION	2025-26	2025-26
		ACTIVITY	ORIGINAL BUDGET
<b>ESTIMATED REVENUES</b>			
Dept 000			
206-000-402	CURRENT TAX COLLECT		461,246.26
206-000-407	DEL. TAX COLLECTION		
206-000-665	INTEREST EARNED	10,671.06	
206-000-671	FIRE GRANT AWARDS		
206-000-673	SALE OF FIXED ASSET		
206-000-674	MISC REVENUE		
206-000-675	DONATIONS	130.00	
206-000-676	REIMBURSEMENTS	10.00	
206-000-699	TRANSFER FROM OTHER FUNDS		
Totals for dept 000 -		10,811.06	461,246.26
TOTAL ESTIMATED REVENUES		10,811.06	461,246.26

GL NUMBER	DESCRIPTION	2025-26 ACTIVITY THRU 07/31/25	2025-26 ORIGINAL BUDGET
<b>APPROPRIATIONS</b>			
Dept 336 - FIRE EXPENSES			
206-336-702	SALARY	16,717.23	80,000.00
206-336-703	SALARY-FIRE CHIEF	5,250.00	21,000.00
206-336-704	SOC.SECURITY/MEDICARE	1,801.24	8,090.00
206-336-705	SALARY - MAINT.	1,578.60	4,735.80
206-336-723	MEMBERSHIP	167.35	2,000.00
206-336-727	SUPPLIES	2,184.55	11,000.00
206-336-729	APPARATUS FUEL	1,200.77	4,000.00
206-336-801	LEGAL FEES/PROF SERVICES	23,950.00	35,000.00
206-336-802	SERVICE CONTRACTS	1,295.64	7,500.00
206-336-850	PHONE/INTERNET	669.76	3,000.00
206-336-860	MILEAGE	25.46	500.00
206-336-890	CONTINGENCY		1,000.00
206-336-900	PUBLISHING		500.00
206-336-910	INSURANCE	6,564.00	7,500.00
206-336-920	UTILITIES	2,335.62	9,000.00
206-336-930	REPAIR/MAINTENANCE	25,968.92	60,000.00
206-336-955	GRANT PROJECT	5,381.15	
206-336-956	PHYSICALS	4,897.10	6,500.00
206-336-957	UNIFORMS		2,500.00
206-336-959	MISC. EXPENSE		1,000.00
206-336-960	EDUCATION		2,000.00
206-336-970	CAPITAL OUTLAY EXPENSES		155,266.00
206-336-971	CAPITAL OUTLAY		2,904.46
206-336-976	BUILDING/GROUNDS	1,551.60	12,000.00
206-336-977	EQUIPMENT	12,394.04	17,000.00
206-336-991	DEBT PAYMENT/PRINCI		
Totals for dept 336 - FIRE EXPENSES		113,933.03	453,996.26
Dept 862 - EMPLOYER EXPENSE			
206-862-714	MERS RETIREMENT EXPENSE		7,250.00
Totals for dept 862 - EMPLOYER EXPENSE			7,250.00
<b>TOTAL APPROPRIATIONS</b>		<b>113,933.03</b>	<b>461,246.26</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 206</b>		<b>(103,121.97)</b>	
BEGINNING FUND BALANCE		1,148,064.69	1,148,064.69
ENDING FUND BALANCE		1,044,942.72	1,148,064.69

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## ACTIVITY BY GL/JOURNAL REPORT

Page:

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User: Liz

FROM 206-336-702 TO 206-862-715

DB: Milton Township

TRANSACTIONS FROM 07/01/2025 TO 07/31/2025

JE # Date Description

Reference #

OFFSETTING GL

DEBIT

CREDIT

206-336-704 SOC.SECURITY/MEDICARE

Journal PR: Payroll

17129 07/03/2025 JULY PAYROLL

1437

Multiple

30.19

Journal Totals

30.19

0.00

Totals for 206-336-704

30.19

0.00

Balance 07/01/25:

1,771.05

Net Change:

30.19

Balance 07/31/25:

1,801.24

206-336-705 SALARY - MAINT.

Journal PR: Payroll

17129 07/03/2025 JULY PAYROLL

1437

Multiple

394.65

Journal Totals

394.65

0.00

Totals for 206-336-705

394.65

0.00

Balance 07/01/25:

1,183.95

Net Change:

394.65

Balance 07/31/25:

1,578.60

206-336-723 MEMBERSHIP

Journal AP: Accounts Payable

17202 07/14/2025 Jeremy Ball

7.11.2025

206-000-202

76.35

Journal Totals

76.35

0.00

Totals for 206-336-723

76.35

0.00

Balance 07/01/25:

91.00

Net Change:

76.35

Balance 07/31/25:

167.35

206-336-727 SUPPLIES

Journal AP: Accounts Payable

17141 07/07/2025 Gill-Roy's

2507-194704

206-000-202

61.95

17150 07/07/2025 TOBY WAY

6.23.2025

206-000-202

55.90

17153 07/07/2025 VC3 INC

INV3562587VC3

206-000-202

242.99

Journal Totals

360.84

0.00

Journal GJ: General Journal

17194 07/11/2025 RECLASSIFY

1440

206-336-802

242.99

Journal Totals

0.00

242.99

Totals for 206-336-727

360.84

242.99

Balance 07/01/25:

2,066.70

Net Change:

117.85

Balance 07/31/25:

2,184.55

206-336-729 APPARATUS FUEL

Journal AP: Accounts Payable

17201 07/14/2025 FUELMAN

NP68727281

206-000-202

132.47

Journal Totals

132.47

0.00

Totals for 206-336-729

132.47

0.00

Balance 07/01/25:

1,068.30

Net Change:

132.47

Balance 07/31/25:

1,200.77

206-336-801 LEGAL FEES/PROF SERVICES

Journal AP: Accounts Payable

17251 07/17/2025 ENVIRONMENT ARCHITECTS

82741

206-000-202

3,625.00

Journal Totals

3,625.00

0.00

Totals for 206-336-801

3,625.00

0.00

Balance 07/01/25:

20,325.00

Net Change:

3,625.00

Balance 07/31/25:

23,950.00

206-336-802 SERVICE CONTRACTS

User: Liz

DB: Milton Township

TRANSACTIONS FROM 07/01/2025 TO 07/31/2025

JE #	Date	Description	Reference #	OFFSETTING GL	DEBIT	CREDIT
206-336-802 SERVICE CONTRACTS						
Journal AP: Accounts Payable						
17142 07/07/2025	Great Lakes Business Systems	SC105903	206-000-202		119.50	
17186 07/09/2025	VC3 INC	VC3-210352	206-000-202		600.00	
	Journal Totals				719.50	0.00
Journal GJ: General Journal						
17194 07/11/2025	RECLASSIFY	1440	206-336-727		242.99	
	Journal Totals				242.99	0.00
Totals for 206-336-802						
	Balance 07/01/25:			333.15		
	Net Change:			962.49		
	Balance 07/31/25:			1,295.64		

## 206-336-910 INSURANCE

Journal AP: Accounts Payable

17276 07/22/2025	MICHIGAN MUNICIPAL LEAGUE	7608207	Multiple	4,356.00	
	Journal Totals			4,356.00	0.00
Totals for 206-336-910					
	Balance 07/01/25:			2,208.00	
	Net Change:			4,356.00	
	Balance 07/31/25:			6,564.00	

## 206-336-920 UTILITIES

Journal AP: Accounts Payable

17135 07/07/2025	DTE Energy	7.7.2025	Multiple	53.95	
17250 07/17/2025	Consumers Energy	7.17.2025	Multiple	207.16	
17250 07/17/2025	Consumers Energy	7.17.2025	Multiple	192.80	
17258 07/18/2025	Crystal Flash	8056	206-000-202	844.47	
	Journal Totals			1,298.38	0.00
Totals for 206-336-920					
	Balance 07/01/25:			1,037.24	
	Net Change:			1,298.38	
	Balance 07/31/25:			2,335.62	

## 206-336-930 REPAIR/MAINTENANCE

Journal AP: Accounts Payable

17136 07/07/2025	FICK & SONS DIESEL GARAGE	33327342	206-000-202	4,904.68	
17137 07/07/2025	FICK & SONS DIESEL GARAGE	33327402	206-000-202	8,530.91	
17148 07/07/2025	NATIONAL HOSE TESTING SPECIALT	31407	206-000-202	4,944.00	
17149 07/07/2025	THIRLBY AUTOMOTIVE	364-30780	206-000-202	26.98	
	Journal Totals			18,406.57	0.00
Totals for 206-336-930					
	Balance 07/01/25:			7,562.35	
	Net Change:			18,406.57	
	Balance 07/31/25:			25,968.92	

## 206-336-956 PHYSICALS

Journal AP: Accounts Payable

17147 07/07/2025	MUNSON OCCUPATIONAL HEALTH & M	00237991-00	206-000-202	1,496.50	
	Journal Totals			1,496.50	0.00
Totals for 206-336-956					
	Balance 07/01/25:			3,400.60	
	Net Change:			1,496.50	
	Balance 07/31/25:			4,897.10	

## 206-336-976 BUILDING/GROUNDS

Journal AP: Accounts Payable

17138 07/07/2025	Garage Door Services	12458943	206-000-202	913.48	
17139 07/07/2025	Garage Door Services	12458942	206-000-202	548.12	
Journal Totals					
				1,461.60	0.00

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## ACTIVITY BY GL/JOURNAL REPORT

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User: Liz

FROM 206-336-702 TO 206-862-715

DB: Milton Township

TRANSACTIONS FROM 07/01/2025 TO 07/31/2025

JE # Date Description

Reference #

OFFSETTING GL

DEBIT

CREDIT

206-336-976 BUILDING/GROUNDS

Totals for 206-336-976

1,461.60

0.00

Balance 07/01/25:	90.00
Net Change:	1,461.60
Balance 07/31/25:	1,551.60

206-336-977 EQUIPMENT

Journal AP: Accounts Payable

17134 07/07/2025 DINGES FIRE CO.

72380 206-000-202  
INV3562224VC3 206-000-202739.30  
1,116.98

17151 07/07/2025 VC3 INC

Journal Totals

1,856.28

0.00

Totals for 206-336-977

1,856.28

0.00

Balance 07/01/25:	10,537.76
Net Change:	1,856.28
Balance 07/31/25:	12,394.04

Check Date Bank Check # Payee

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Check Date Bank Check # Dauco

### Description

Dominio +

Fund: 101 GENERAL FUND 07/22/2025 GEN 34553 Gmoser's Septic Service

TORCH LAKE FIREWORKS 930 752 615.0

07/22/2025 GEN 34554 Great Lakes Energy

ACCT. 83210001 - CAIRN & US31 920 448 14.0

07/22/2025 GEN 34555\*# MICHIGAN MUNICIPAL LEAGUE

LIABILITY INSURANCE 910 865 865 1,819.0

07/24/2025 GEN 34556 Priority Health  
07/24/2025 GEN 34557 VARNUM

LEGAL FEES/PROF SERVICES 801 101 2,578.0  
HEALTH INSURANCE 705 209 2,313.3

08/04/2025 GEN 34559\*# DTE Energy

UTILITIES - ACCT 910020747580 920 265 23.5

08/04/2025 GEN 34560 Gmosseris Santic Service

BORTABLES = TOWNSHIP PARK 930 752 300 0

FOR TABLES - MALEURSKI  
CHECK GEN 34560 TOTAL FOR FUND 101:  
395.0

08/04/2025 GEN 34563 Michigan Townships Association

EDUCATION 960 215 25.0

08/04/2025 GEN 34564# STAPLES

SUPPLIES 727 215 60.5

ZONING OFFICE SUPPLIES	727	410	35.9
CHECK GEN 34564 TOTAL FOR FUND 101:			394.2
ACCT# 100000105906/ MDAFFTC LITCHTS	0.00	1118	27.5

08/14/2025 11:13 AM  
User: JANET  
DB: Milton Township

CHECK DISBURSEMENT REPORT FOR MILTON TOWNSHIP  
CHECK DATE FROM 07/22/2025 - 08/14/2025  
Bank: GEN

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/07/2025	GEN	34566*	FIRST COMMUNICATIONS, LLC.	PHONE/FAX - TOWNSHIP OFFICE	850	268	159.54
08/07/2025	GEN	34568*	Gill-Roy's	SHOP SUPPLIES SUPPLIES	727 727	268 752	18.64 6.97
08/07/2025	GEN	34569	Great Lakes Business Systems	CHECK GEN 34568 TOTAL FOR FUND 101: CONTRACTS	802	268	85.48
08/07/2025	GEN	34571	PEZZETTI, VERMETTEN & POPOVITS, P.C	LEGAL FEES LEGAL FEES LEGAL FEES	801 801 801	410 410 410	1,935.50 2,054.00 1,935.50
08/07/2025	GEN	34572	Village Market - Elk Rapids	CHECK GEN 34571 TOTAL FOR FUND 101: COFFEE SUPPLIES	727	268	27.56
08/07/2025	GEN	34573*	VILLAGE OF ELK RAPIDS	UTILITIES ACCT 2733 - OLD TOWN HALL UTILITIES ACCT 2734 - PARKS	920 920	265 752	54.25 54.25
08/12/2025	GEN	34574	Anttrim County Treasurer	CHECK GEN 34573 TOTAL FOR FUND 101: COMPUTER SERVICES CONTRACT	802	209	119.85
08/12/2025	GEN	34575	Crystal Flash	PROPANE/ DIESEL GASOLINE/ DIESEL	920 920	752 752	356.38 740.23
08/12/2025	GEN	34577	GFI ENVIRONMENTAL	CHECK GEN 34575 TOTAL FOR FUND 101: CONTRACTS	802	268	158.67
08/12/2025	GEN	34578	Gmoser's Septic Service	PORTABLES - TOWNSHIP PARK	930	752	300.00
08/12/2025	GEN	34579*	JANET BEEBE	PORTABLES - MAPLEHURST	930	752	95.00
08/12/2025	GEN	34579*	JANET BEEBE	CHECK GEN 34578 TOTAL FOR FUND 101: CHECK GEN 34579 TOTAL FOR FUND 101: MILEAGE CELL PHONE PLAN FOR TOWNSHIP PHONE	860 850	191 268	395.00 395.00 30.80 162.52
							193.32



08/14/2025 11:13 AM  
User: JANET  
DB: Milton Township

CHECK DISBURSEMENT REPORT FOR MILLION TOWNSHIP  
CHECK DATE FROM 07/22/2025 - 08/14/2025  
Banks: GEN

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 FIRE FUND							
07/22/2025	GEN	34555*#	MICHIGAN MUNICIPAL LEAGUE	FD WC	910	336	4,356.00
08/04/2025	GEN	34558	CHARTER COMMUNICATIONS	PHONE / INTERNET	850	336	130.00
08/04/2025	GEN	34559*#	DTE Energy	UTILITIES - ACCT 910020764874	920	336	22.66
08/04/2025	GEN	34562	MES SERVICE COMPANY, LLC	SUPPLIES	727	336	411.69
				UNIFORMS	727	336	249.69
				CHECK GEN 34562 TOTAL FOR FUND 206:			<u>661.38</u>
08/07/2025	GEN	34566*#	FIRST COMMUNICATIONS, LLC.	PHONE / INTERNET	850	336	30.95
08/07/2025	GEN	34567	Garage Door Services	GARAGE DOOR MAINTENANCE	976	336	1,765.74
08/07/2025	GEN	34568*#	Giil-Roy's	BAR & CHAIN OIL	727	336	23.99
08/07/2025	GEN	34570	IMPACT RESCUE LLC	REPLACE BROKEN TIPS ON EXTRACTION TOO	930	336	1,987.00
08/12/2025	GEN	34576	FUELMAN	APPARATUS FUEL	729	336	599.35
08/12/2025	GEN	34580	Jeremy Ball	SUPPLIES	727	336	122.36
08/12/2025	GEN	34581	Max's Service Inc.	NEW FRIDGE FOR FIRE DEPT. SERVICE CALL FOR FRIDGE / TERMINAL	976	336	1,358.00
				CHECK GEN 34581 TOTAL FOR FUND 206:	976	336	<u>1,35.00</u>
08/12/2025	GEN	34582	MES SERVICE COMPANY, LLC	UNIFORMS	957	336	285.55
08/13/2025	GEN	34584	CSI Emergency Apparatus	FIRE SUPPRESSION GLOVES	977	336	689.50
				Total for fund 206 FIRE FUND			<u>12,167.48</u>
				TOTAL - ALL FUNDS			<u>31,615.97</u>

\* - INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND  
# - INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

**ANTRIM COUNTY SO**  
**MILTON TOWNSHIP REPORT**  
JULY 2025

Nature	# Events
911 CHECK	34
ALARM	2
ANIMAL CONTROL COMP	4
ASSAULT (N I P)	1
ASSAULT IN PROGRESS	2
BOAT ACCIDENT	1
CAR DEER ACCIDENT	1
CIVIL (NON-CRIMINAL)	5
CONSERVATION OR DNR	1
CUSTODY DISPUTE	1
DEATH	2
DRIVING COMPLAINT	6
FIRE ALARM	2
FIRE STRUCTURE	3
FOLLOWUP	4
FRAUD	2
GENERAL ASSIST	22
HARRASMENT	1
HAZARDOUS CONDITION	2
HIT & RUN (NO INJURY)	1
LARCENY	3
LINE DOWN	3
MALIC DESTRUC OF PROP	1
MARINE PATROL COMPLAINT	16
MARINE STOP	71
MEDICAL CALL	33
MISCELLANEOUS	3
MOTORIST ASSIST	6
OUIL / OUID	2

Nature	# Events
PARKING VIOLATIONS	5
PERSONAL INJURY ACC	3
PRIVATE PROPERTY PDA	1
PROPERTY DAMAGE ACC	2
PROPERTY FOUND / LOST	4
SUSPICIOUS PERSON	1
SUSPICIOUS SITUATION	2
TRAFFIC STOP	38
TREE DOWN	9
TRESPASSING	1
WATER RESCUE	3
WELLNESS CHECK	1
<b>Total</b>	<b>305</b>

# Elk Rapids/Milton Responses (A-55)

## July 2025

Call Disposition	Acme	WW	Elk Rapids	Elk Rapids Twp	Milton Twp	Antrim-Torch Lake	GT-Garfield	Total
Transport	4	1	11	5	11	2	1	35
Refusal	0	2	2	1	3	0	0	8
Cancelled	2	1	2	0	4	0	1	10
Total	6	4	15	6	18	2	2	53

Response Priority	Acme	Elk Rapids	Elk Rapids Twp	Milton	GT-Garfield	Total
P-3 Non-Emergent	4	3	1	3	1	12
Total	4	3	1	3	1	12

Nature of Call	Acme	WW	Elk Rapids	Elk Rapids Twp	Milton	Antrim-Torch Lake	GT-Garfield	Total
10-Chest Pain (Non-Traumatic)	0	0	0	2	0	1	0	3
13-Diabetic Problems	0	1	0	0	0	0	0	1
17-Falls	1	1	4	1	3	0	1	11
1-Abdominal Pain/Problems	0	0	0	0	2	0	0	2
21-Hemorrhage/Lacerations	0	0	1	0	0	0	0	1
26-Sick Person (Specific Diagnosis)	3	1	6	3	4	1	0	18
27-Stab/Gunshot/Penetrating Trauma	0	0	0	0	0	0	1	1
28-Stroke (CVA)	0	0	0	0	1	0	0	1
29-Traffic/Transportation/Accidents	1	0	0	0	1	0	0	2
30-Traumatic Injuries (Specific)	1	0	1	0	0	0	0	2

	Acme	WW	Elk Rapids	Elk Twp	Milton	Antrim-Torch Lake	GT-Garfield	Total	
31-Unconscious/Fainting (Near)	0	0	0	0	1	0	0	1	
32-Unknown Problem (Man Down)	0	1	3	0	1	0	0	5	
6-Breathing Problems	0	0	0	0	2	0	0	2	
7-Burns (Scalds) /Explosion	0	0	0	0	1	0	0	1	
9-Cardiac or Respiratory Arrest/Death	0	0	0	0	2	0	0	2	
<b>Total</b>	<b>6</b>	<b>4</b>	<b>15</b>	<b>6</b>	<b>18</b>	<b>2</b>	<b>2</b>	<b>53</b>	
Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
84,712	07/01/2025	P-2	26-Sick Person (Specific Diagno	Elk Rapids	10 55A1 C	Refusal	9:41:46	9:50:25	00:08:39
84,818	07/01/2025	P-2	17-Falls	Whitewater	10 55A1 C	Canceled	12:55:39		
84,928	07/01/2025	P-2	13-Diabetic Problems	Whitewater	10 55A1 C	Transport	16:19:24		
85,369	07/02/2025	P-3	17-Falls	Acme	10 55A1 B	Transport	13:26:02	13:45:54	00:19:52
85,620	07/02/2025	P-2	26-Sick Person (Specific Diagno	Elk Rapids	10 55A1 B	Transport	22:07:44	22:23:54	00:16:10
86,067	07/03/2025	P-3	26-Sick Person (Specific Diagno	Acme	10 55A1 A	Canceled	19:08:58		
86,090	07/03/2025	P-2	32-Unknown Problem (Man Dow	Milton	10 55A1 A	Canceled	20:08:07		
86,399	07/04/2025	P-1	31-Unconscious/Fainting (Near)	Milton	10 55A1 B	Transport	12:10:14	12:23:22	00:13:08
86,589	07/04/2025	P-2	32-Unknown Problem (Man Dow	Elk Rapids	10 55A1 B	Transport	19:30:55	19:33:04	00:02:09
87,076	07/05/2025	P-2	29-Traffic/Transportation/Accider	Milton	10 55A1 C	Canceled	18:42:23		
87,086	07/05/2025	P-3	26-Sick Person (Specific Diagno	Acme	10 55A1 C	Canceled	19:02:58		
87,268	07/06/2025	P-2	1-Abdominal Pain/Problems	Milton	10 55A1 C	Transport	4:08:32	4:26:25	00:17:53
87,516	07/06/2025	P-2	32-Unknown Problem (Man Dow	Elk Rapids	10 55A1 A	Transport	18:15:38	18:21:35	00:05:57
87,646	07/07/2025	P-1	9-Cardiac or Respiratory Arrest/I	Milton	10 55A1 A	Refusal	1:42:13	2:02:27	00:20:14
87,863	07/07/2025	P-2	6-Breathing Problems	Milton	10 55A1 B	Transport	14:28:09	14:45:45	00:17:36
88,102	07/08/2025	P-3	17-Falls	Elk Rapids	10 55A1 B	Canceled	1:45:34	1:54:45	00:09:11
88,224	07/08/2025	P-3	17-Falls	Milton	10 55A1 C	Transport	10:20:10	10:34:55	00:14:45
88,475	07/08/2025	P-2	6-Breathing Problems	Milton	10 55A1 C	Transport	18:01:43	18:10:42	00:08:59
88,528	07/08/2025	P-3	17-Falls	Elk Rapids	10 55A1 C	Canceled	19:42:33		
88,605	07/08/2025	P-3	17-Falls	Milton	10 55A1 C	Transport	23:59:08	0:16:31	00:17:23
88,918	07/09/2025	P-2	17-Falls	Milton	10 55A1 B	Transport	15:23:17	15:33:09	00:09:52
89,956	07/11/2025	P-2	1-Abdominal Pain/Problems	Milton	10 55A1 B	Transport	15:07:27	15:17:52	00:10:25
90,441	07/12/2025	P-1	26-Sick Person (Specific Diagno	Milton	10 55A1 C	Canceled	15:00:56		
90,494	07/12/2025	P-3	26-Sick Person (Specific Diagno	Elk Rapids	10 55A1 C	Transport	16:50:34	16:51:09	00:00:35
90,604	07/12/2025	P-2	32-Unknown Problem (Man Dow	Elk Rapids	10 55A1 C	Transport	21:55:34	22:02:17	00:06:43
90,823	07/13/2025	P-1	26-Sick Person (Specific Diagno	Elk Rapids Twp	10 55A1 A	Transport	11:38:53	11:47:07	00:08:14
91,086	07/14/2025	P-2	26-Sick Person (Specific Diagno	Elk Rapids	10 55A1 A	Transport	3:44:38	3:50:54	00:06:16

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
91,286	07/14/2025	P-2	26-Sick Person (Specific Diagno. 30-Traumatic Injuries (Specific)	Milton Acne	10 55A1 B 10 55A1 C	Transport Transport	13:55:35 12:14:16	14:01:42 12:28:59	00:06:07 00:14:43
91,707	07/15/2025	P-1	17-Falls	Elk Rapids Twp	10 55A1 B	Refusal	16:44:31	17:02:11	00:17:40
92,354	07/16/2025	P-3	26-Sick Person (Specific Diagno. 9-Cardiac or Respiratory Arrest/	Milton Milton	10 55A1 A	Transport	8:51:02	8:57:00	00:05:58
92,617	07/17/2025	P-3	29-Traffic/Transportation/Accide	Acme	10 55A1 A	Refusal	10:59:19	11:31:30	00:32:11
92,680	07/17/2025	P-1	26-Sick Person (Specific Diagno. 28-Stroke (CVA)	Whitewater Milton	10 55A1 A 10 55A1 B	Transport Refusal	16:08:17	16:25:21	00:17:04
92,834	07/17/2025	P-1	26-Sick Person (Specific Diagno. 93,737	Acne	10 55A1 A	Refusal	17:38:49	17:48:00	00:09:11
92,869	07/17/2025	P-1	26-Sick Person (Specific Diagno. 94,088	Whitewater	10 55A1 A	Refusal	14:26:08	14:37:28	00:11:20
93,244	07/18/2025	P-1	26-Sick Person (Specific Diagno. 10-Chest Pain (Non-Traumatic)	Acne	10 55A1 C	Transport	15:41:02	15:57:41	00:16:39
93,737	07/19/2025	P-3	10-Chest Pain (Non-Traumatic)	Elk Rapids Twp	10 55A1 A	Transport	12:48:39	12:57:58	00:09:19
94,088	07/20/2025	P-2	10-Chest Pain (Non-Traumatic)	Elk Rapids Twp	10 55A1 B	Transport	18:38:14	18:49:55	00:11:41
94,663	07/21/2025	P-2	26-Sick Person (Specific Diagno. 94,965	Antrim-Torch Lake	10 55A1 C	Transport	11:34:51	11:46:40	00:11:49
95,407	07/22/2025	P-1	17-Falls	Elk Rapids	10 55A1 B	Refusal	8:17:33	8:19:36	00:02:03
95,782	07/23/2025	P-2	26-Sick Person (Specific Diagno. 96,269	Milton	10 55A1 B	Transport	21:53:46	22:04:21	00:10:35
96,269	07/24/2025	P-1	10-Chest Pain (Non-Traumatic)	Antrim-Torch Lake	10 55A1 A	Transport	20:39:20	20:54:35	00:15:15
97,015	07/26/2025	P-1	26-Sick Person (Specific Diagno. 97,220	Elk Rapids Twp	10 55A1 C	Transport	8:46:50	8:51:51	00:05:01
97,220	07/26/2025	P-1	27-Stab/Gunshot/Penetrating Tr	GT-Garfield	10 55A1 C	Canceled	16:52:18	17:20:01	00:27:43
97,238	07/26/2025	P-3	17-Falls	GT-Garfield	10 55A1 C	Transport	17:33:54	17:40:43	00:06:49
97,522	07/27/2025	P-1	26-Sick Person (Specific Diagno. 97,798	Elk Rapids	10 55A1 A	Transport	10:05:37	10:08:50	00:03:13
97,798	07/27/2025	P-2	26-Sick Person (Specific Diagno. 98,353	Elk Rapids Twp	10 55A1 A	Transport	22:17:51	22:21:16	00:03:25
98,353	07/29/2025	P-1	32-Unknown Problem (Man Dow	Whitewater	10 55A1 B	Refusal	5:47:28	5:54:41	00:07:13
98,529	07/29/2025	P-2	26-Sick Person (Specific Diagno. 98,788	Elk Rapids	10 55A1 C	Transport	13:04:39	13:08:13	00:03:34
98,788	07/29/2025	P-2	21-Hemorrhage/Lacerations	Elk Rapids	10 55A1 C	Transport	21:50:55	21:56:12	00:05:17
99,272	07/30/2025	P-1	7-Burns (Scalds) /Explosion	Milton	10 55A1 B	Cancelled	20:19:01	20:25:20	00:06:19
99,354	07/31/2025	P-1	30-Traumatic Injuries (Specific)	Elk Rapids	10 55A1 B	Transport	0:53:21	0:53:23	00:00:02
99,492	07/31/2025	P-2	17-Falls	Elk Rapids	10 55A1 A	Transport	10:31:53	10:34:47	00:02:54

A-55 Transports (Billable Calls)													July 2024		
Dispatch Zone	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Total
Antrim-City of Elk Rapids	14	22	14	15	10	16	20	8	9	13	17	17	13	6	194
Antrim-Elk Rapids	2	10	7	4	7	5	3	3	9	7	11	6	0	0	77
Antrim-Helena	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
Antrim-Milton	18	15	10	11	6	11	10	7	9	12	15	8	14	3	149
Antrim-Torch Lake	0	0	1	0	0	0	0	2	2	0	1	0	2	0	8
GT-Acme	2	1	0	0	2	1	8	4	1	2	2	2	4	2	31
GT-Garfield	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
GT-Traverse City	0	0	0	0	0	0	0	1	1	0	0	0	0	0	2
GT-Whitewater	2	0	1	1	1	0	3	1	1	0	2	3	1	17	
Kalkaska-Kalkaska	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
<b>Total</b>	<b>38</b>	<b>49</b>	<b>34</b>	<b>31</b>	<b>26</b>	<b>34</b>	<b>41</b>	<b>28</b>	<b>26</b>	<b>37</b>	<b>42</b>	<b>40</b>	<b>43</b>	<b>12</b>	<b>481</b>

8/7/2025

**Elk Rapids / Milton Response Times**  
**July 2025**


Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00 - 00:59	2	2	5%	5.13 %
02:00 - 02:59	3	5	8%	12.82 %
03:00 - 03:59	3	8	8%	20.51 %
05:00 - 05:59	4	12	10%	30.77 %
06:00 - 06:59	4	16	10%	41.03 %
07:00 - 07:59	1	17	3%	43.59 %
08:00 - 08:59	3	20	8%	51.28 %
09:00 - 09:59	3	23	8%	58.97 %
10:00 - 10:59	3	26	8%	66.67 %
11:00 - 11:59	2	28	5%	71.79 %
13:00 - 13:59	1	29	3%	74.36 %
14:00 - 14:59	1	30	3%	76.92 %
15:00 and up	9	39	23%	100.00 %

Milton Township 2025 Land Use Permits												
Permit #	Date	Tax ID #	Property Address		Type of Development	Water-Front	Zone	Use	Owner Name	Contractor Name	Fee Paid	Permit Expiration Date
ZP 2025-01	1.13.25	05-12-112-006-15	13904 Betty Lane		home / garage	Torch	R1	Res	Myers	self	\$75.00	1.13.26
ZP 2025-02	1.22.25	05-12-777-033-00	4785 NW Torch Lake Dr		Gable over entry	Torch	R1	Res	Ruby	self	\$75.00	1.22.26
ZP 2025-03			Demo		home/detached garage							
ZP 2025-04	2.26.25	05-12-114-001-00	13876 S. Wabigama Drive		garage	Skegemog	E	Res	McDowell	Burkholder	\$50.00	2.26.26
ZP 2025-05	2.26.25	05-12-114-001-00	13876 S. Wabigama Drive		SFD & Accy bldg	Skegemog	E	Res	McDowell	Burkholder	\$75.00	2.26.26
ZP 2025-06	3.3.25	05-12-710-045-01	11850 Cabin Lake		Add 18sf to bathroom	No	R1	Res	Hayden Unlimited LLC	Southpaw	\$75.00	3.3.26
ZP 2025-07	3.5.25	05-12-313-018-20	8279 Cherry Ave		Demo modular	No	Ag	Res	Hayden Unlimited LLC	Southpaw	\$75.00 + \$1500 surety bond	3.5.26
ZP 2025-08	3.10.25	05-12-313-018-20	8279 Cherry Ave		SFD	No	Ag	Res	Hayden Unlimited LLC	Southpaw	\$75.00	3.5.26
ZP 2025-09	3.21.25	05-12-526-017-52	4624 Cairn Hwy		SFD W/ Att Gar	No	Ag	Res	Scott Baker	Summit Builders	\$75.00	
ZP 2025-10	3.14.25	05-12-885-003-22	TBD Barkley Lane		SFD W/ Att Gar	No	R1	Res	Dewayne Kirkman	Ardelean	\$75.00	3.21.26
ZP 2025-11	5.14.25	05-12-232-012-00	9986 E. Elk Lake Rd		40x28 accy bldg	Elk	R1	Res	Jim Roberts	Jake Thomas	\$75.00	3.14.26
ZP 2025-12	3.17.25	05-12-311-054-50	13948 Bluewater Drive		60x100 showroom	No	MFG	C	Northshore Docks	n/a	\$75.00	5.14.26
ZP 2025-13	3.26.25	05-12-550-117-00	7057 Apache		Convert duplex to SFD	No	V	Res	Modica	Mammoth Mechanical	\$75.00	3.17.26
ZP 2025-14	4.11.26	05-12-101-008-80	12139 Chippewa Trail		Duplex Storage Bldg H15 & H16	No	C	C	Ancient Mariner	Byler Bros	\$75.00	3.26.26
ZP 2025-15			Permit cancelled - see new permit ZP 2025-38		Revision to permit SFD + att gar	No	R1	res	Harvey	Steelman	\$25.00	4.4.26
ZP 2025-16	5.5.25	05-12-640-021-00	14748 Fairmont		demo garage	Skegemog	R1	Res	Woytowich	Rembrandt Construction	\$50.00	5.5.26
ZP 2025-17	5.5.25	05-12-640-021-00	14748 Fairmont		new garage	Skegemog	F1	Res	Woytowich	Rembrandt Construction	\$75.00	5.5.26
ZP 2025-18	4.14.25	05-12-550-130-00	6908 Buccaneer Ave		Storage Building unit B-19	No	C	C	ES Property Developments	Byler Bros	\$75.00	4.14.26
ZP 2025-19	5.2.25	05-12-815-007-00	10221 SW Torch Lake Drive		Addition and new garage	Torch	R1	Res	David Heinz	Self	\$75.00	5.2.26
ZP 2024-35* R	4.16.25	05-12-645-003-00	14042 Torch River Rd		Bunk House Remodel *revised to add attached covered patio	Torch	R1	res	Legacy 5 LLC	Stoney Lowe	\$25.00	4.16.26
ZP 2025-20	4.18.25	05-12-419-002-20	3455 N West Torch Lake Dr		SFD	Torch	R1	Res	Jill Kueffner	DLH	\$75 + \$1500 escrow	4.18.26
ZP 2025-21	4.21.25	05-12-250-163-00	6900 & 6902 Clipper Ave * (reissue ZP 32023-86 expired)		Duplex Storage Bldg 11 and 12	No	C	C	ES Property Developments	Byler Bros	\$75.00	4.21.26
ZP 2025-22	5.12.25	05-12-185-003-10	10067 SW Torch Lake Drive		Rebuild deck, move steps and platform	Torch	R1	Res	Hysong	Renew It	\$50.00	5.12.26
ZP 2025-23	5.2.25	05-12-311-002-11	7109 Raife Lane		Shed	No	R1	Res	Taurick	Self	\$75.00	5.2.26
ZP 2025-24	scheduling site visit - July	05-12-815-003-00	10075 S West Torch Lake Dr		SHORELINE	Torch	R1	Res	Tim & Sue Gray	Steve Powers	\$150.00	
ZP 2025-25	5.2.25	05-12-302-029-50	6891 Cairn Hwy		detached garage accy building	No	Ag	Res	Vince Wolgamott	North Edge Steel	\$75.00	5.2.26
ZP 2025-26	5.12.25	05-12-605-025-00	3466 Joe Marks Trail		accy building	Elk	R1	Res	James Lueck	Clearwater	\$75.00	5.12.26
ZP 2025-27	6.4.25	05-12-900-028-00	12268 Sutter Rd		Add to existing Cell tower	No	Ag	twr	AT&T	American Tower	\$75.00	6.4.26
ZP 2025-28	5.14.25	05-12-324-002-00	9636 Western Rd		Ag Barn	No	Ag	AG	Cherryies R Us	Cherry Ke	\$75.00	5.14.26

Permit #	Date	Tax ID #	Property Address	Owner Name	Owner Phone	Zone	sept ic	Caretaker Name	Caretaker Phone	Fee Paid	Rental Year
STR 2025-01	4.10.25	05-12-430-013-50	4697 NW Torch Lake Dr	Daniel Stewart	734-649-5064	R1	X	Rich Charbonneau	231-564-1463	\$200.00	2025
STR 2025-02	4.10.25	05-12-231-014-00	11459 SW Torch Lake Drive	Gary Markley	734-812-0010	R1	X	Gary Markley	734-812-0010	\$200.00	2025
STR 2025-03	4.10.25	05-12-101-021-00	12701 Cherry Ave	Marc & Andrea Addis	262-895-9182	R1	X	Natalie Maynard	810-662-6188	\$200.00	2025
STR 2025-04	4.10.25	05-12-311-062-00	7295	Brett Campbell	231-883-6000	R1	X	Amy Norling	415-760-3483	\$200.00	2025
STR 2025-05	4.10.25	05-12-311-062-00	7337 Cairn	Brett Campbell	231-883-6000	R1	X	Amy Norling	415-760-3483	\$200.00	2025
STR 2025-06	4.10.25	05-12-865-002-00	12894 Acorn Trl	Eric Lovasz	810-240-2412	R1	X	Casey Lorincz	810-938-1480	\$200.00	2025
STR 2025-07	4.10.25	05-12-815-015-00	10329 SW Torch Lake Drive	Ryan Bilkos	248-660-3174	R1	X	Ryan Bilkos	248-660-3174	\$200.00	2025
STR 2025-08	4.10.25	05-12-311-055-00	7295 Cairn Hwy	Trevor Schook	616-648-2622	R1	X	Trevor Schook	616-648-2622	\$200.00	2025
STR 2025-09	4.10.25	05-12-700-005-00	12511 SW Torch Lake Drive	Ann Zwerk	989-672-9363	R1	X	Haley Clack	989-882-3738	\$200.00	2025
STR 2025-10	4.10.25	05-12-215-016-00	8681 Bretonwood Shores	Lisa Nydahl	734-330-7115	R1	X	Lake Living Services	234-544-7411	\$200.00	2025
STR 2025-11	4.10.25	05-12-006-025-00	12255 SW Torch Lake Drive	Craig & Caron Williamson	734-934-6745	R1	X	Keri Fillmore	231-883-3129	\$200.00	2025
STR 2025-12	4.10.25	05-12-7-0-005-00	11383 Orchard Drive	Rachel Vick	248-672-5529	R1	X	Amy Norling	415-603-3483	\$200.00	2025
STR 2025-13	4.10.25	05-12-795-018-00	5216 Mackenzie Drive	Ben Saltzman	917-576-0877	R1	O	Richard Bellingham	908-672-9220	\$200.00	2025
STR 2025-14	4.10.25	05-12-700-021-00	12498 SW Torch Lake Drive	Shareef Ahmed	804-274-0445	R1	O	Ayden Mullin	231-499-1954	\$200.00	2025
STR 2025-15	5.14.25	05-12-430-001-10	4058 NW Torch Lake Drive	Brave Spirits, LLC	248-752-6662	R1	X	Brave Spirits, LLC	231-564-1462	\$200.00	2025
STR 2025-16	5.14.25	05-12-430-015-10	4613 NW Torch Lake Drive	Gentle Spirits, LLC	248-752-6662	R1	X	Gentle Spirits, LLC	231-564-1462	\$200.00	2025
STR 2025-17	5.14.25	05-12-430-015-00	4669 NW Torch Lake Drive	Noble Spirits, LLC	248-752-6662	R1	X	Noble Spirits, LLC	231-564-1462	\$200.00	2025
STR 2025-18	5.12.25	05-12-430-015-20	4633 N West Torch Lake Dr	Quiet Spirit, LLC	248-752-6662	R1	X	Quiet Spirit, LLC	231-564-1462	\$200.00	2025
STR 2025-19	4.10.25	05-12-720-009-00	11960 SW Torch Lake Dr	Deborah Cloney & Scott Kammeraad	616-813-8570	R1	X	Scott Kammeraad	616-813-8570	\$200.00	2025
STR 2025-20	4.10.25	05-12-536-003-00	5388 Powell	Scott Hendrickson	231-883-6411	Ag	X	Hendrickson	231-883-6411	\$200.00	2025
STR 2025-21	4.10.25	05-12-524-012-00	12587 SW Torch Lake Drive	Damon Steinhebel	586-405-0620	R1	X	Steinhebel	586-405-0620	\$200.00	2025
STR 2025-22	4.10.25	05-12-324-018-20	9605 Cherry Ave	Glenn Gustafson	847-791-0378	R1	X	Nicole White	231-346-4100	\$200.00	2025
STR 2025-23	5.19.25	05-12-311-033-00	7225 Cairn	Thomas Parker	616-886-7765	V	X	Thomas Parker	616-885-7765	\$200.00	2025
STR 2025-24	5.16.25	05-12-314-040-10	8800 Pendahguhme	Northway/St. Claire	616-901-9482	R1	X	James McKimmy	231-631-0425	\$200.00	2025
STR 2025-25	5.19.25	05-12-311-060-10	7345 Cairn	Hamway	520-990-9113	V	X	Amy Norling	415-760-3483	\$200.00	2025
STR 2025-26	5.19.25	05-12-700-006-00	12521 SW Torch Lake Drive	Willemse	616-540-7805	V	X	Shawn Willemse	616-540-7805	\$200.00	2025
STR 2025-27	6.2.25	05-12-207-003-00	7322 NW Torch Lake Drive	Tom Gillrow	734-330-1408	R1	X	Tom Gillrow	734-330-1408	\$200.00	2025
STR 2025-28	6.13.25	05-12-715-012-00	12000 Cabin Lane	Laura Berg	517-388-9997	R1	X	Laura Berg	517-388-9997	\$200.00	2025
STR 2025-29	6.16.25	05-12-311-054-20	7309 Cairn Hwy	Bruce Meininger	28-249-4123	V	X	Stephen Karas	231-342-4685	\$200.00	2025
STR 2025-30	6.18.25	05-12-230-022-00	10693 SW Torch Lake Drive	Brett Kingswell	703-598-3859	R1	X	Fields Ratliff	231-944-3571	\$200.00	2025
STR 2025-31	6.27.25	05-12-645-003-00	14047 Torch River Road	Lecagy 5, LLC	269-350-1968	R1	X	David Phillips	810-599-2223	\$200.00	2025
STR 2025-32	6.27.25	02-12-323-006-00	9101 Cherry	Dan Sutherlin	440-823-9252	R1	X	Bill Petersen	231-883-2454	\$200.00	2025
STR 2025-33									application withdrawn		
STR 2025-34	6.30.25	05-12-311-038-00	7239 Cairn Hwy	Hornung	989-737-0416	V	X	Andrew Collier	231-499-3991	\$200.00	2025
STR 2025-35	6.30.25	05-12-101-020-00	12164 Miller Road	Wells	847-376-1499	Ag	X	Robin Fortino	248-722-4751	\$200.00	2025

Date: 08.14.2025  
From: Sara Kopriva, AICP  
Jenn Cram, AICP  
To: Milton Township Board  
Project: Planning and Zoning Update

 Below is a brief updates on items that have previously been discussed by the Township Board.

Jenn Cram, AICP has been added to the Beckett & Raeder team and has been spending Wednesday mornings with Jackie in the office. She is also offering office hour coverage for when Jackie is out of the office. While Sara is still the zoning administrator, Jenn is adding capacity and has a schedule available to assist during open office hours.

### **STR Ordinance Review/Moratorium**

The complaint hotline for vacation rentals is up and running as of August 1, 2025. There is a flyer on the front counter with the (800) number to call for any potential violations. This is a 24/7 option for neighbors to report any issues for short term rentals.

We are currently working on scheduling a special meeting with the attorney to continue the discussion on amendments to the existing ordinance

### **Shoreline Protection Ordinance**

The amendment is included in your packet.

### **Fence Ordinance**

The amendment is included in your packet.

### **Permits with Delinquent Taxes**

The Planning Commission will continue the discussion at their next meeting. They did not have a meeting in July or August. Since this is the only agenda item at this time, the PC has not met and is waiting for additional agenda items.

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Grand Rapids Office  
5211 Cascade Road SE  
Suite 300  
Grand Rapids, MI 49546

616.585.1295 ph

Date: 8.14.2025

From: Sara Kopriva, AICP  
To: Milton Township Board

Project: Fence Zoning Amendment

i  
initiative

The Township Board asked the Planning Commission to look at a fence zoning amendment to add fencing regulations to the zoning ordinance. The zoning ordinance currently does not regulate fencing, meaning that a property owner may build whatever type of fence anywhere on their property, without any limitations, as long as it does not interfere with traffic or safety.

The Planning Commission worked on fencing amendment language. Following the public hearing, the Planning Commission recommended not adopting the language to the Township Board. The Planning Commission minutes explain the reasoning for each of the PC members vote. The County Planning Commission review is also attached.

The Township Board can approve the language, make changes, or decide not to approve the language. I would recommend that if the Township Board wants fencing language that they not return the amendment to the Township Board. Based on the PC conversation, they do not want fencing regulations and it would not produce an amendment to the ordinance if it was returned to them.

The Zoning Enabling Act allows for the Township Board to revise the language that is received. Any major changes or more restrictive regulations, will require a public hearing at the Township Board level.

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Milton Township  
Antrim County  
Zoning Amendment #2025-01

AN ORDINANCE TO AMEND THE TOWNSHIP ZONING ORDINANCE, IN ACCORDANCE WITH THE PROVISIONS OF THE MICHIGAN ZONING ENABLING ACT, ACT 110 OF THE PUBLIC ACTS OF 2006, AS AMENDED [MCL 125.3101 ET SEQ.], TO ADD FENCING REGULATIONS TO THE ZONING ORDINANCE.

MILTON TOWNSHIP HEREBY ORDAINS:

Section 1: Amendment.

*Amend Section 117.206 to add:*

Fence: A structure or barrier, constructed of wood, metal or other durable parts, rails, boards, wire mesh, etc., and used to mark a boundary or to define and enclose a specific area for the purpose of protection, privacy or confinement. Railings, along or adjacent to front stoops, porches, steps, landings, culverts, or bridges, shall not be considered as fences under this definition.

*Amend Section 117.326 to add:*

Section 117.326 Fences

Fences located in all districts, except for Agricultural (A), shall comply with the following regulations:

- a. Location. Fences shall not be located outside or beyond the property or lot lines of the lot upon which said improvement shall be placed. Fences shall not be located within the shoreline protection strip or below the ordinary high water mark.
- b. Height. Fences shall not exceed eight (8) feet in height along the front, side, and rear property lines. Within fifty (50) feet of the shoreline, fences shall not exceed (4) feet in height.
- c. Waterfront Fences. Within fifty (50) feet of the shoreline, no solid fences shall be allowed. Fences shall possess forty (40%) percent or more opacity within the waterfront setback.
- d. Materials. Fences shall be made of safe, durable materials. Fences shall not be made of or include barbed wire, razor wire, electrified materials, or any other dangerous material except for when used for keeping of animals or agricultural products or when such material is allowed in the commercial or industrial districts upon approval by the Planning Commission. The use of pallets, slab wood, plastic, or other material not intended for fencing shall be prohibited.
- e. Maintenance. All fences and walls shall be maintained in good condition so as not to create a hazard, public nuisance, or blight in the surrounding neighborhood. Missing fence pieces, leaning or fallen portions of a fence, or other forms of deterioration shall be immediately repaired or replaced.
- f. Permit. No permit shall be required for the installation of a fence.

**Section 2:** Severability.

If any sections, clause, or provision of this Ordinance is declared unconstitutional or otherwise invalid by a court of competent jurisdiction, said declaration shall not affect the remainder of the Ordinance. The Township Board hereby declares that it would have passed this Ordinance and each part, section, subsection, phrase, sentence and clause irrespective of the fact that any one or more parts, sections, subsections, phrases, sentences or clauses be declared invalid.

**Section 3:** Effective Date.

This Ordinance shall become effective eight (8) days after publication.

TOWNSHIP OF MILTON:

---

Chris Weinzapfel, Supervisor

Date

---

Janet Beebe, Clerk

Date

Public Hearing Date: June 4, 2025

Published Date:

Effective Date:

Milton Township  
Planning Commission  
Unapproved Meeting Minutes  
June 4, 2025

Members present: Chairman Hefferan, Renis, Peters, Warner, Standerfer, Ford.

Also present: Kopriva and three audience members

Members absent: Merillat.

Hefferan called the meeting to order at 7:00pm.

Public Comment: None.

Approval of Agenda:

**Motion** by Ford to approve the agenda. Seconced by Standerfer. **Motion carried.**

Approval of Minutes dated May 7, 2025:

**Motion** by Ford to approve the minutes dated May 7, 2025 as presented. Seconded by Warner.  
**Motion carried.**

Correspondence: None.

Old Business:

1. Public Hearing: ZO 2025-01 Fence Amendment:

Hefferan discussed the public hearing procedures. No conflicts of interest declared. It was advertised in the Elk Rapids News May 15, 2025. There is no applicant. There was a subcommittee of Renis, Peters, and Merillat. Renis said this is for residential areas. This is to set guidelines for height, materials, maintenance and for the waterfront. This is not for Ag fencing. This is for residential boundary fences. These are just standards to follow. Peters concurred. There is no permit required. This stems from a complaint and a request from the Township Board.

Questions for information from the public: None.

Written Correspondence in Support: A letter from Timothy Bell dated May 28, 2025, which is provided in the packet.

Written correspondence against: None.

Those speaking in support: None.

Those speaking against: None.

Hefferan closed the public hearing and began deliberations.

Hefferan is concerned with items D and E regarding safe and durable materials. Kopriva said this

is a catch all. Hefferan also asked about the phrase "maintained in good condition." Kopriva said if the fence is missing pieces, or for larger concerns, that is what this section addresses. Hefferan said he struggles with legislating civility. We are looking at adding an ordinance and how we would enforce it. He is concerned about having people lined up out the door with people who do not like their neighbor's fences. Hefferan asked Kopriva regarding the letter and the discussion about a snow fence. Kopriva said we are not regulating snow fence. Renis said we are trying to keep it basic. Kopriva said any fence that existed prior to this ordinance can stay. Peters said if we pass this, it does not solve Mr. Bell's issue. Ford said if it is a fence, it has to be repaired or torn down if it is not in good condition. Kopriva said it would depend on the situation and the will of the township board.

**Motion** by Renis to recommend approval of ZO 2025-01 regarding fences to the Township Board. Seconded by Ford.

Roll Call:

Peters: No, based on the principle of enforcement.

Standerfer: No, based on the principle of enforcement and what are the penalties.

Warner: No, I don't feel its enforceable.

Ford: Yes, I want to see the shoreline protected and reduce the height and opaqueness. It gives us a starting point in writing.

Renis: Yes, this provides some standards given the complaints we've had. It's basic and provides a standard.

Hefferan: No, the enforcement is a problem for me. To my knowledge I'm only aware of two fence complaints and my concern is that we are creating legislation for a problem that doesn't exist.

**Motion denied;** 2 Yes – 4 No.

Kopriva and Hefferan discussed next steps. It was determined that in order to have the township board review the issue, the motion had to be stated in the form of a denial rather than approval.

**Motion** by Peters to recommend denial of ZO 2025-01 regarding fences to the Township Board. Seconded by Warner.

Roll Call:

Warner: Yes, as per previous motion.

Ford: No, as per previous motion.

Renis: No, as per previous motion.

Peters: Yes, as per previous motion.

Standerfer: Yes, as per previous motion.

Hefferan: Yes, as per previous motion.

**Motion carried.** 4 Yes – 2 No.

2. Public Hearing: ZO 2025-02 Paid Taxes Prior to Permits Amendment:

Hefferan discussed the public hearing procedures. This was requested by the township board who was concerned that we could be providing services when taxes were not paid. No conflicts of interest were declared. It was advertised May 15, 2025, in the Elk Rapids News. There was no

applicant and no subcommittee. According to Kopriva, an email was received from the supervisor who was talking to the treasurer, she was looking at personal property taxes, not the real taxes for the last two years. This would apply to land use permits and not to other processes. It would catch most anyone in violation. The township board may have an opportunity to make changes if they wish.

Merillat arrived at 7:31 pm.

Hefferan said he has not seen anything in writing from the township. Kopriva said if you leave it the way it is, it applies to everyone. Warner said that Atkinson is talking about personal property only. This is for land tax due for Milton Township. It is not real property or your building.

Questions for Information:

Thomas J. Merchant said personal property tax only applies to businesses. There is a lot of things that do not exactly sound right to make some kind of decision.

Correspondence in support or opposition: None.

Those speaking in support: None.

Those speaking in opposition:

Merchant said there is some conflicting information here.

Hefferan closed the public hearing and deliberations began.

Warner said he thought we were just dealing with the property taxes being paid up. If Atkinson can clarify that for us and what she wants included that would help me better understand what we are doing here.

Renis asked where the language originally came from. Kopriva said it did not come from Atkinson, it is language used in other jurisdictions.

Hefferan asked what should be the next steps. Kopriva can go back to Atkinson and ask her to clarify and then she would bring back updated language. Kopriva said we would have to republish if we do not take action tonight.

Hefferan called for a motion and none was provided.

New Business: None.

Reports:

ZA Report:

Kopriva provided a report for members to review.

Township Board Report:

Renis said they are still working on short term rentals.

**ZBA Report:**

Hefferan said the ZBA did not meet. There may be a meeting in July.

Planning Commission Updates: None.

**Future Meeting Considerations:**

July and August meetings are canceled. Next meeting is September 3, 2025.

Meeting adjourned by order of the chair at 7:49pm.

Respectfully submitted,

Joseph Merillat



## ***County of Antrim Planning Department***

P.O. Box 187  
Bellaire, Michigan 49615

Phone: (231) 533-6265  
Fax: (231) 533-8111  
[www.antrimcounty.org](http://www.antrimcounty.org)

**Jeremy Scott  
Administrator**

**Janet Koch  
Deputy Administrator**

**Gayle Rider  
Administrative Assistant**

**Margie Boyd  
Secretary**

July 3, 2025

Ms. Sara Kopriva, Zoning Administrator  
Milton Township  
[sent via email to: [zoning@miltontownshipmi.gov](mailto:zoning@miltontownshipmi.gov)]

Dear Ms. Kopriva:

During their regular meeting of July 1, 2025, the Antrim County Planning Commission reviewed the proposed amendments to Milton Township's zoning ordinance regarding fences. The following motion was made and approved:

**That the Antrim County Planning Commission finds no inconsistencies between the Antrim County Master Plan and the proposed Milton Township Zoning Ordinance 2025-01 Fence Amendment, and that if the township board chooses to move forward with a fencing ordinance, to consider a small distance from the property line to allow for maintenance, and to consider a joint application from property owners if fencing is allowed on the property line.**

If you have any questions, please do not hesitate to contact us.

Sincerely,

Janet Koch  
Deputy County Administrator

ecc: Milton Township Clerk at [clerk@miltontownshipmi.gov](mailto:clerk@miltontownshipmi.gov)

Date: 8.14.2025

From: Sara Kopriva, AICP  
To: Milton Township Board

Project: Shoreline Zoning Amendment



Attached is a zoning amendment for the shoreline regulations portion of the zoning ordinance. There is a clean version and a redline. The Planning Commission created a subcommittee to discuss shoreline regulations in an effort to clarify language and improve the regulations that have been in effect. Much of the section is reorganized from the current language.

During enforcement of this section of the ordinance, staff has found it difficult to work with due to how it was organized and when the section applied. The Planning Commission clarified and changed the language.

Both the Milton Township Planning Commission and Antrim County Planning Commission have recommended approval of the amendment.

The Township Board can adopt, amend and adopt, or return to the Planning Commission. If the Township Board makes major changes, an additional public hearing must be held by the Township Board.

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Milton Township  
Antrim County  
Zoning Amendment #2024-03

AN ORDINANCE TO AMEND THE TOWNSHIP ZONING ORDINANCE, IN ACCORDANCE WITH THE PROVISIONS OF THE MICHIGAN ZONING ENABLING ACT, ACT 110 OF THE PUBLIC ACTS OF 2006, AS AMENDED [MCL 125.3101 ET SEQ.], TO AMEND SPECIFIC REQUIREMENTS FOR SHORELINE PROTECTION STRIPS AND WATERFRONT PROPERTY AND BOAT DOCKAGE REGULATIONS.

MILTON TOWNSHIP HEREBY ORDAINS:

Section 1: Amendment.

**117.219 "S"**

**Shoreline Protection Strip:** The portion of a parcel, lot, or unit, located within twenty-five (25) feet from the shoreline of any lake, river, or stream abutting or traversing the property for the purpose of filtering runoff, providing shade and wildlife cover and bank stabilization.

**117.320 Waterfront Property and Boat Dockage Regulations.**

- A. Intent and Purpose: To provide reasonable regulations for shoreline, watercraft and dock usage within Milton Township in order to:
  1. Retain and maintain the physical, ecological, cultural and aesthetic characteristics of lakes, streams and rivers.
  2. Preserve and protect the quality and safety of lakes, streams, rivers and shorelines.
  3. Preserve and protect the rights of riparian owners and users as well as other township residents.
  4. Promote the health, safety and welfare of persons making use of lakes, streams, rivers and adjacent properties.

B. Scope and Application.

The terms and provisions of this section shall be interpreted and applied as standards and requirements for:

1. Promotion and protection of public health, safety, welfare and public peace.
2. Preservation of natural resources and public and private resources within the Township.

C. General Regulations.

1. Number of Watercraft Spaces per Lot Width. No watercraft shall be utilized or docked on or adjacent to each "water frontage" except as allocated in the following chart.

Lot width (per the most recent of Township tax roll or County GIS )	Number of spaces <sup>1, 2</sup> (See Chart Notes)	Chart Notes:
1-33	1	
34-67	2	
68-133	3	
134-167	4	
168-200	5	
201-233	6	
234-267	7	
268-300	8	
301-333	9	
334-367	10	
368-400	11	

2. Number of Docks. One (1) dock shall be allowed, used, or installed for each lot, and one (1) additional dock will be allowed for each one hundred (100) feet of frontage beyond the first one hundred (100) feet of frontage.
3. Dock Length. No dock shall extend more than eighty (80) feet into a body of water, measured perpendicularly from the shoreline, unless necessary to reach water with a depth of four (4) feet, and then no further than necessary to reach such depth. Docks on a river shall conform to DEQ requirements.
4. Common Docks. Two (2) adjoining lots or parcels which have frontage directly on a lake may share one (1) common dock with no more than the sum of each parcel's allocated moorings being utilized in total for both parcels. No other docks shall be allowed for the two (2) lots or parcels except the one (1) common dock.
5. Marine sewage pump-out facility. Any dock facility providing dockage for four (4) or more boats with Marine sewage holding tanks on board shall provide a marine sewage pump-out service to a Health Department approved sewage disposal facility.

D. Restrictions applicable to property abutting lakes, rivers or continually flowing streams.

Many lands within the Township are connected to, adjoin or abut surface water bodies, as defined herein. In the interest of protecting the water quality and the natural setting of the shoreline, the following provisions shall be applicable:

1. **Groins.** No permanent groin wall structure, as defined by the Michigan Department of Environmental Quality (DEQ), shall be installed as a shore land erosion control device on any inland lakes and streams.
2. **Docks and piers.** Man-made extensions from the shoreline into or over said surface water bodies shall have an open sub-structure construction so as to allow the free and unrestricted' movement of the inland waters.
3. **Shoreline Protection Strip.** A shoreline protection strip, as defined herein, shall be provided on all waterfront lots when work is done within the shoreline protection strip, in accordance with the following provisions. Public parks and recreational areas are exempt.
  - a. **Permit Required.** Prior to undertaking any earth change, removal of vegetation/trees, or construction within the Shoreline Protection Strip, the property owner shall obtain a permit for such work from Milton Township and all applicable permits from the State of Michigan and/or Antrim County.
  - b. If a Shoreline Protection strip does not currently exist, new plantings are required to establish a Shoreline Protection Strip.
  - c. The Shoreline Protection strip shall not be less than twenty-five (25) feet in depth and extend to not less than 80% of the width of the shoreline property. Existing conditions at or within twenty-five (25) feet of the shoreline may limit the dimensions of and the area coverage of the Shoreline Protection Strip as determined by the Zoning Administrator or Planning Commission.
  - d. Within the shoreline protection strip, twenty (20%) percent of existing trees and shrubs may be selectively pruned to enhance a filtered or corridor view of the water and for reasonable private riparian access to the water. Said pruning activities shall be inspected at the discretion of the Zoning Administrator. The root systems of any removed tree or shrub shall remain in place for shoreline stabilization. Tree-topping and clear cutting is prohibited.
  - e. Existing natural vegetation shall not be removed to comply with this section of the ordinance. Planted lawn is not considered natural vegetation. Natural native vegetation shall be enhanced/supplemented to comply with the requirements of the ordinance.
  - f. **Site Plan Requirements**

In addition to the requirements of Section 117.2302, the following shall be required on the site plan.

1. The plan shall demonstrate that the natural or restored habitat minimizes the impact to fish, wildlife and general water quality by providing natural ground cover within a shoreline protection strip.
2. Location of existing vegetation showing the species and location of trees, shrubs and ground cover within the proposed disturbance area to be saved, moved, or removed.
3. Proposed means of protecting existing plant materials during construction.
4. Location of proposed plant materials.
5. Planting list of proposed materials, showing sizes, height, quantity, botanical and common names, and spacing.
6. Sections, elevations, plans, and details of landscape elements, such as berms, walls, ponds, retaining walls and tree wells.
7. Such additional information as the Zoning Administrator or Planning Commission determines is necessary to properly locate and identify existing conditions and proposed landscaping changes.

f. Planting Requirements

1. All planting shall use Native Plants of Northern Michigan as determined by Tip of the Mitt Watershed Council.
2. Native vegetation shall be required at a minimum rate of one (1) tree and three (3) shrubs per fifteen (15) lineal feet of shoreline and shall meet the minimum size standards in the table below. The remainder of the shoreline protection strip shall be planted with trees, native wildflowers, vines, grasses, rushes, sedges, and/or ferns. The shoreline protection strip area (including under trees) shall primarily consist of a dense covering of plants, trees, and shrubs.
3. Maintained lawns shall be prohibited.

4. Shrubs and plants shall be spaced so that coverage is complete within a two (2) year period

PLANTING SIZE STANDARDS	
Plant Material	Minimum Size
Deciduous (canopy) Trees	2.5" caliper measured at 4' above grade
Coniferous (evergreen) Trees	6' height
Deciduous Shrubs	2' height
Upright Coniferous (evergreen) Shrubs	2' height
Spreading Coniferous (evergreen) Shrubs	18" spread

g. Permit Exemptions.

The following activities shall not require a permit under this section and are not required to establish a shoreline protection strip.

- i. Planting of native trees, shrubs or other plants.
- ii. Post holes for fencing, utility posts, mailboxes or similar applications, if no additional grading or earth change occurs for the use of the post holes. Decks do require a permit and plantings.
- iii. Removal of dead, diseased, unsafe or fallen trees, or trees of less than nine (9) inches in circumference (measured at a height of four (4) feet) and noxious plants and shrubs, including poison ivy, poison sumac and poison oak. Tree stumps shall not be removed so shoreline stability is retained, except as provided below.
- iv. Seawall repair/maintenance, provided the area to be repaired/maintained does not exceed one hundred (100) square feet. If a seawall on an inland lake requires repair/maintenance of more than one hundred (100) square feet, the parcel owner shall establish a Shoreline Protection Strip above the sea wall and seek a permit.
- v. Earth changes necessary for the proper installation of MDEQ approved measures to mitigate shoreline erosion caused by wave action and /or to prevent ice damage to the shoreline.

h. Structures allowed.

The following structures are allowed without requiring additional plantings as required above. Removal may not exceed the minimum necessary to install the below items.

- i. Boat Access. Excavation for a boat access may be constructed to the water's edge to a maximum width of twenty (20) feet, at its widest point. Said excavation shall have a pervious horizontal surface. One boat access is permitted per one hundred (100) foot parcel. Parcels of over one hundred ninety-nine (199) feet of frontage shall be limited to one boat access on each one hundred (100) foot section of frontage.
- ii. Deck, Patio or Steps. Within the Shoreline Protection Strip, a ground level deck, patio or steps not greater in width than twenty (20) feet width by fifteen (15) feet in depth may be constructed in lieu of excavation for boat access provided in this section. The deck or patio must be constructed of pervious surfaces and have ten (10) feet of vegetation effective in retarding and filtering run-off and preventing soil erosion between said structure and the shoreline. When the Michigan Building Code requires railings, they shall not exceed minimum Building Code requirements. Impervious surfaces more than four (4) feet wide must be graded to shed water runoff away from the shoreline, at a slope of not less than 1:60.

i. Requirements and Recommendations for the upland area. In the area between the upper border of the twenty-five (25) foot Shoreline Protection Strip and fifty (50) feet upland from the shoreline.

- i. A patio placed in this area shall be constructed of pervious surfaces. Impervious surfaces for steps shall not exceed four (4) feet in width and shall be graded to shed water runoff away from the shoreline, at a slope of not less than 1:60. The water runoff shall be further directed to promote filtration such as by retention in rain gardens, swales or other methods of retarding runoff.
- ii. French drains and any other enclosed pipes used for redirecting surface water shall not flow directly into water bodies but shall be directed to areas of water retention and filtration.
- iii. Native trees, shrubs, plants and tall grasses are recommended for planting in this area to further protect water quality, preserve sensitive wildlife habitat and reduce soil erosion and sedimentation run-off.
- iv. Methods for slowing, spreading and retaining storm water (surface water) such as swales berms and vegetated protection strips and rain gardens are recommended.

- v. It is recommended that no fertilizers, herbicides or pesticides be applied within this area.
- j. Violations. Removal of vegetation and/or trees that does not comply with the requirements shall be replaced as described below:
  - i. Replanting shall occur the same growing season. If, due to the weather, planting the same year is not feasible, plantings must be complete by June 15 of the next growing season.
  - ii. If work in the shoreline protection strip occurs in violation of this ordinance, the property owner shall cause for the shoreline protection strip to be replanted and restored to the previous condition prior to the work in violation of the ordinance. Trees shall be replaced at the following rate. If the size of the vegetation removed cannot be determined then the planting shall occur at the largest sized tree or shrub.

<b>Vegetation Removed</b>	<b>Maturation</b>	<b>Planting Required (Removed Number : Required Number to Plant)</b>
Canopy Tree	3" or less caliper	1:1
Canopy Tree	3" to 6" caliper	1:2
Canopy Tree	6" to 9" caliper	1:3
Canopy Tree	9" to 12" caliper	1:4
Canopy Tree	Greater than 12: caliper	1:5
Evergreen or Flowering Tree	8' of less in height	1:1
Evergreen or Flowering Tree	8' to 12' in height	1:2
Evergreen or Flowering Tree	12' to 16' in height	1:3
Evergreen or Flowering Tee	Greater than 16' in height	1:4
Shrub	Any Size	1:1

**Section 2:** Severability.

If any sections, clause, or provision of this Ordinance is declared unconstitutional or otherwise invalid by a court of competent jurisdiction, said declaration shall not affect the remainder of the Ordinance. The Township

August 2025 Township Board

Board hereby declares that it would have passed this Ordinance and each part, section, subsection, phrase, sentence and clause irrespective of the fact that any one or more parts, sections, subsections, phrases, sentences or clauses be declared invalid.

**Section 3:** Effective Date.

This Ordinance shall become effective eight (8) days after publication.

TOWNSHIP OF MILTON:

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Chris Weinzapfel, Supervisor

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Date

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Janet Beebe, Clerk

---

Date

Public Hearing Date: April 2, 2025

Published Date:

Effective Date:

Milton Township  
Antrim County  
Zoning Amendment #2024-03

AN ORDINANCE TO AMEND THE TOWNSHIP ZONING ORDINANCE, IN ACCORDANCE WITH THE PROVISIONS OF THE MICHIGAN ZONING ENABLING ACT, ACT 110 OF THE PUBLIC ACTS OF 2006, AS AMENDED [MCL 125.3101 ET SEQ.], TO AMEND SPECIFIC REQUIREMENTS FOR SHORELINE PROTECTION STRIPS AND WATERFRONT PROPERTY AND BOAT DOCKAGE REGULATIONS.

MILTON TOWNSHIP HEREBY ORDAINS:

Section 1: Amendment.

**117.219 "S"**

**Shoreline Protection Strip:** ~~The portion of a parcel, lot, or unit, located within a strip of primarily natural vegetation extending inland at least~~ twenty-five (25) feet from the shoreline of ~~any lake~~ any lake, river, or stream abutting or traversing the property for the purpose of filtering runoff, providing shade and wildlife cover and bank stabilization.

**117.320 Waterfront Property and Boat Dockage Regulations.**

A. Intent and Purpose: To provide reasonable regulations for shoreline, watercraft and dock usage within Milton Township in order to:

1. Retain and maintain the physical, ecological, cultural and aesthetic characteristics of lakes, streams and rivers.
2. Preserve and protect the quality and safety of lakes, streams, rivers and shorelines.
3. Preserve and protect the rights of riparian owners and users as well as other township residents.
4. Promote the health, safety and welfare of persons making use of lakes, streams, rivers and adjacent properties.

B. Scope and Application.

The terms and provisions of this section shall be interpreted and applied as standards and requirements for:

1. Promotion and protection of public health, safety, welfare and public peace.
2. Preservation of natural resources and public and private resources within the Township.

C. General Regulations.

1. Number of Watercraft Spaces per Lot Width. No watercraft shall be utilized or docked on or adjacent to each "water frontage" except as allocated in the following chart.

<b>Lot width (per the most recent of Township tax roll or County GIS )</b>	<b>Number of spaces<sup>1, 2</sup> (See Chart Notes)</b>
1-33	1
34-67	2
68-133	3
134-167	4
168-200	5
201-233	6
234-267	7
268-300	8
301-333	9
334-367	10
368-400	11

Chart Notes:

1. A jet ski (personal watercraft) shall be counted as one-half (1/2) of a space.
2. One (1) additional watercraft space for each thirty-three (33) feet of frontage beyond four hundred (400) feet.

2. Number of Docks. One (1) dock shall be allowed, used, or installed for each lot, and one (1) additional dock will be allowed for each one hundred (100) feet of frontage beyond the first one hundred (100) feet of frontage.
3. Dock Length. No dock shall extend more than eighty (80) feet into a body of water, measured perpendicularly from the shoreline, unless necessary to reach water with a depth of four (4) feet, and then no further than necessary to reach such depth. Docks on a river shall conform to DEQ requirements.
4. Common Docks. Two (2) adjoining lots or parcels which have frontage directly on a lake may share one (1) common dock with no more than the sum of each parcel's allocated moorings being utilized in total for both parcels. No other docks shall be allowed for the two (2) lots or parcels except the one (1) common dock.
5. Marine sewage pump-out facility. Any dock facility providing dockage for four (4) or more boats with Marine sewage holding tanks on board shall provide a marine sewage pump-out service to a Health Department approved sewage disposal facility.

D. Restrictions applicable to property abutting lakes, rivers or continually flowing streams.

Many lands within the Township are connected to, adjoin or abut surface water bodies, as defined herein. In the interest of protecting the water quality and the natural setting of the shoreline, the following provisions shall be applicable:

1. Groins. No permanent groin wall structure, as defined by the Michigan Department of Environmental Quality (DEQ), shall be installed as a shore land erosion control device on any inland lakes and streams.
2. Docks and piers. Man-made extensions from the shoreline into or over said surface water bodies shall have an open sub-structure construction so as to allow the free and unrestricted movement of the inland waters.
3. Shoreline Protection Strip. A shoreline protection strip, as defined herein, shall be provided on all waterfront lots when work is done within the shoreline protection strip, in accordance with the following provisions. Public parks and recreational areas are exempt.
  - a. ~~a.~~ Permit Required. Prior to undertaking any earth change ~~or~~ removal of vegetation trees, or construction within the Shoreline Protection Strip, the property owner shall obtain a permit for such work from Milton Township and all applicable permits from the State of Michigan and/or Antrim County.

If a Shoreline Protection strip does not currently exist, new plantings are required to establish a Shoreline Protection Strip.

b.

~~iv. The Shoreline Protection strip shall not be less than twenty-five (25) feet in depth and extend to not less than 80% of the width of the shoreline property. Existing conditions at or within twenty-five (25) feet of the shoreline may limit the dimensions of and the area coverage of the Shoreline Protection Strip as determined by the Zoning Administrator or Planning Commission.~~

c.

~~d. Within the shoreline protection strip, twenty (20%) percent of existing trees and shrubs may be selectively pruned to enhance a filtered or corridor view of the water and for reasonable private riparian access to the water. Said pruning activities shall be inspected at the discretion of the Zoning Administrator. The root systems of any removed tree or shrub shall remain in place for shoreline stabilization. Tree-topping and clear cutting is prohibited.~~

~~e. Existing natural vegetation shall not be removed to comply with this section of the ordinance. Planted lawn is not considered natural vegetation. Natural native vegetation shall be enhanced/supplemented to comply with the requirements of the ordinance.~~

~~i. The applicant shall prepare a complete sketch plan detailing the proposed tree and~~

~~vegetation removal, soil erosion control and restoration activity. Such sketch plans shall meet the requirements of Section 117.2102 of this Zoning Ordinance and shall include the location of any structures, including decks, patios, steps or paths. The location and elevation of the shoreline as defined herein, shall be indicated. Such sketch plan shall include existing topographic contours at one (1) foot intervals if the slope within any portion of the Shoreline Protection Strip is 1:12 or greater and proposed topographic contours regardless of existing slope. Such sketch plan shall also illustrate existing and proposed vegetation by location and species.~~

- ~~ii. Site plan review for single family dwellings on individual lots shall be conducted by the Zoning Administrator. The Zoning Administrator may seek the assistance of a planning commissioner and/or other qualified individuals as he/she deems necessary. Projects exceeding two thousand (2000) square feet are to be reviewed by a Planning Commission Committee and may draw on the expertise of others like engineers, planners, environmental organizations, etc. An escrow account may be required by the Township to offset the Township's cost for professional assistance~~
- ~~iii. If a Shoreline Protection Strip does not currently exist, new plantings are required to establish a Shoreline Protection Strip. New vegetation must be native to the Great Lakes region. Lawn grasses shall not qualify as natural vegetative cover.~~
- ~~iv. The Shoreline Protection strip shall not be less than twenty-five (25) feet in depth and extend to not less than 80% of the width of the shoreline property. Existing conditions at or within twenty-five (25) feet of the shoreline may limit the dimensions of and the area coverage of the Shoreline Protection Strip as determined by the Zoning Administrator or Planning Commission. Public parks and recreational areas are exempt from this provision.~~

f. b. Sketch Site Plan Approval Standards Requirements

In addition to the requirements of Section 117.2302, the following shall be required on the site plan.

- i. The following standards shall be considered by the Zoning Administrator or Planning Commission when reviewing the sketch plan submission:
- 1. a) The sketch plan shall demonstrate that the natural or restored habitat minimizes the impact to fish, wildlife and general water quality by providing natural ground cover within a shoreline protection strip.

1.

2. b) Natural shrubbery, trees and other vegetation shall be preserved as far as practicable, and where removed shall be replaced with other vegetation that is native to the Great Lakes region and equally effective in retarding and filtering runoff and preventing soil erosion. The Shoreline Protection Strip area (including under trees) shall primarily consist of a dense covering of low-growing plants and shrubs. Shrubs and plants shall be spaced so that coverage is complete within a two (2) year period.

c) The sketch plan shall demonstrate that erosion and sedimentation runoff shall be prevented and shall comply with part 91 of Public Act 451 of 1994 as amended, and any applicable local Soil Erosion Sedimentation and/or Storm Water Runoff Control Ordinances.

2. d) Location of existing vegetation showing the species and location of trees, shrubs and ground cover within the proposed disturbance area to be saved, moved, or removed.

3. e) Proposed means of protecting existing plant materials during construction.

4. e) Location of proposed plant materials.

5. a) Planting list of proposed materials, showing sizes, height, quantity, botanical and common names, and spacing.

6. f) Sections, elevations, plans, and details of landscape elements, such as berms, walls, ponds, retaining walls and tree wells.

7. g) Such additional information as the Zoning Administrator or Planning Commission determines is necessary to properly locate and identify existing conditions and proposed landscaping changes.

f. Planting Requirements

1. All planting shall use Native Plants of Northern Michigan as determined by Tip of the Mitt Watershed Council.

2. Native vegetation shall be required at a minimum rate of one (1) tree and three (3) shrubs per fifteen (15) lineal feet of shoreline and shall meet the minimum size standards in the table below. The remainder of the shoreline protection strip shall be planted with trees, native wildflowers, vines,

grasses, rushes, sedges, and/or ferns. The shoreline protection strip area (including under trees) shall primarily consist of a dense covering of plants, trees, and shrubs.

3. Maintained lawns shall be prohibited.
4. Shrubs and plants shall be spaced so that coverage is complete within a two (2) year period

<u>PLANTING SIZE STANDARDS</u>	
<u>Plant Material</u>	<u>Minimum Size</u>
<u>Deciduous (canopy) Trees</u>	<u>2.5" caliper measured at 4' above grade</u>
<u>Coniferous (evergreen) Trees</u>	<u>6' height</u>
<u>Deciduous Shrubs</u>	<u>2' height</u>
<u>Upright Coniferous (evergreen) Shrubs</u>	<u>2' height</u>
<u>Spreading Coniferous (evergreen) Shrubs</u>	<u>18" spread</u>

ge. Permit Exemptions.

The following activities shall not require a permit under this section and are not required to establish a shoreline protection strip, without a waiver from the Township Zoning Administrator. The following activities shall not require a permit under Section 117.320, D, 3, a.(Permit required): (The exemptions listed below do not apply if the activity results in sediment flowing into lakes or streams.)

- i. Planting of native trees, shrubs or other plants.
- ii. Post holes for fencing, ~~decks~~, utility posts, mailboxes or similar applications, if no additional grading or earth change occurs for the use of the post holes.  
~~Decks do require a permit and plantings.~~
- iii. Removal of dead, diseased, unsafe or fallen trees, or trees of less than nine (9) inches in circumference (measured at a height of four (4) feet) and noxious plants and shrubs, including poison ivy, poison sumac and poison oak. Tree stumps shall not be removed so shoreline stability is retained, except as provided below.
- iv. Seawall repair/maintenance, provided the area to be repaired/maintained does not exceed one hundred (100) square feet. If a seawall on an inland lake requires repair/maintenance of more than one hundred (100) square feet, the

parcel owner shall establish a Shoreline Protection Strip above the sea wall and seek a permit.

i.v. Earth changes necessary for the proper installation of MDEQ approved measures to mitigate shoreline erosion caused by wave action and /or to prevent ice damage to the shoreline.

h. Structures allowed

The following structures are allowed without requiring additional plantings as required above. Removal may not exceed the minimum necessary to install the below items.

~~d. Permit Exemption with a waiver from the Township Zoning Administrator. The following activities shall not require a permit under Section 117.320, D, 3, a. (Permit required)~~

~~i. Earth changes necessary for the proper installation of MDEQ approved measures to mitigate shoreline erosion caused by wave action and /or to prevent ice damage to the shoreline.~~

i. e. Boat Access. Excavation for a boat access may be constructed to the water's edge to a maximum width of twenty (20) feet, at its widest point. Said excavation shall have a pervious horizontal surface. One boat access is permitted per one hundred (100) foot parcel. Parcels of over one hundred ninety-nine (199) feet of frontage shall be limited to one boat access on each one hundred (100) foot section of frontage.

i. f. Deck, Patio or Steps. Within the Shoreline Protection Strip, a ground level deck, patio or steps not greater in width than twenty (20) feet width by fifteen (15) feet in depth may be constructed in lieu of excavation for boat access provided in this section. The deck or patio must be constructed of pervious surfaces and have ten (10) feet of vegetation effective in retarding and filtering run-off and preventing soil erosion between said structure and the shoreline. When the Michigan Building Code requires railings, they shall not exceed minimum Building Code requirements. Impervious surfaces more than four (4) feet wide must be graded to shed water runoff away from the shoreline, at a slope of not less than 1:60.

i.4. Requirements and Recommendations for the upland area. In the area between the upper border of the twenty-five (25) foot Shoreline Protection Strip and fifty (50) feet upland from the shoreline.

i. A patio placed in this area shall be constructed of pervious surfaces. Impervious surfaces for steps shall not exceed four (4) feet in width and shall be graded to

shed water runoff away from the shoreline, at a slope of not less than 1:60. The water runoff shall be further directed to promote filtration such as by retention in rain gardens, swales or other methods of retarding runoff.

a)

b)ii. French drains and any other enclosed pipes used for redirecting surface water shall not flow directly into water ~~bodies, but~~bodies but shall be directed to areas of water retention and filtration.

c)iii. Native trees, shrubs, plants and tall grasses are recommended for planting in this area to further protect water quality, preserve sensitive wildlife habitat and reduce ~~soil erosion~~soil erosion and sedimentation run-off.

iv. d.) Methods for slowing, spreading and retaining storm water (surface water) such as swales berms and vegetated protection strips and rain gardens are recommended.

v. e.) It is recommended that no fertilizers, herbicides or pesticides be applied within this area.

j. Violations. Removal of vegetation and/or trees ~~that does not comply with the requirements shall be replaced as described below:~~

i. Replanting shall occur the same growing season. If, due to the weather, planting the same year is not feasible, plantings must be complete by June 15 of the next growing season.

ii. If work in the shoreline protection strip occurs in violation of this ordinance, the property owner shall cause for the shoreline protection strip to be replanted and restored to the previous condition prior to the work in violation of the ordinance. Trees shall be replaced at the following rate. If the size of the vegetation removed cannot be determined then the planting shall occur at the largest sized tree or shrub.

<u>Vegetation Removed</u>	<u>Maturation</u>	<u>Planting Required (Removed Number : Required Number to Plant)</u>
<u>Canopy Tree</u>	<u>3" or less caliper</u>	<u>1:1</u>
<u>Canopy Tree</u>	<u>3" to 6" caliper</u>	<u>1:2</u>
<u>Canopy Tree</u>	<u>6" to 9" caliper</u>	<u>1:3</u>
<u>Canopy Tree</u>	<u>9" to 12" caliper</u>	<u>1:4</u>

<u>Canopy Tree</u>	<u>Greater than 12: caliper</u>	<u>1:5</u>
<u>Evergreen or Flowering Tree</u>	<u>8' of less in height</u>	<u>1:1</u>
<u>Evergreen or Flowering Tree</u>	<u>8' to 12' in height</u>	<u>1:2</u>
<u>Evergreen or Flowering Tree</u>	<u>12' to 16' in height</u>	<u>1:3</u>
<u>Evergreen or Flowering Tee</u>	<u>Greater than 16' in height</u>	<u>1:4</u>
<u>Shrub</u>	<u>Any Size</u>	<u>1:1</u>

Section 2: Severability.

If any sections, clause, or provision of this Ordinance is declared unconstitutional or otherwise invalid by a court of competent jurisdiction, said declaration shall not affect the remainder of the Ordinance. The Township Board hereby declares that it would have passed this Ordinance and each part, section, subsection, phrase, sentence and clause irrespective of the fact that any one or more parts, sections, subsections, phrases, sentences or clauses be declared invalid.

Section 3: Effective Date.

This Ordinance shall become effective eight (8) days after publication.

TOWNSHIP OF MILTON:

\_\_\_\_\_  
Chris Weinzapfel, Supervisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Janet Beebe, Clerk

\_\_\_\_\_  
Date

Public Hearing Date: April 2, 2025

Published Date:

Effective Date:

Milton Township  
Planning Commission  
Unapproved Meeting Minutes  
April 2, 2025

Members present: Chairman Hefferan, Renis, Peters, Warner, Standerfer, Ford, and Merillat.

Also present: Kopriva and 7 audience members.

Hefferan called the meeting to order at 7:00pm.

Public Comment: None.

Approval of Agenda:

**Motion** by Ford to approve the agenda. Seconded by Warner. **Motion carried.**

Approval of Minutes dated March 5, 2025:

**Motion** by Renis to approve the minutes dated March 5, 2025 as presented. Seconded by Standerfer. **Motion carried.**

Correspondence: None.

Old Business

1. Public Hearing: ZO 2024-03 Shoreline Protection Strip Amendment:

Hefferan discussed the public hearing procedures and provided them to the public. Hefferan opened the public hearing. Kopriva has provided a staff report detailing the history of the amendment in the packet.

Commission members with a conflict of interest – None.

The meeting was advertised in the Elk Rapids News on March 13, 2025.

Kopriva gave a brief overview of the history of the ordinance language and why we worked to refine the language. The subcommittee met three or four times. There have been no changes to the language since it has been in the packet. This is reorganizing and clarifying language. If you do work in the protection strip, you are required to do native plantings. If you are not doing work in the protection strip, you are not required to replant.

Subcommittee Member Comments: Ford said it was a good review of the ordinance to maximize the protection of our lakes and streams. This clarification should assist with enforcement. Renis said we clarified and defined the shoreline protection strip and what is expected there.

Questions from the public for information only:

A citizen asked about the permitting process and the cost of the permits. Kopriva said the cost is outside of the planning commission and is handled by the township board. What happens when there is a violation? Kopriva said it will be followed up on. The citizen said a neighbor of his

violated the ordinance and they were fined \$150 which did not deter the behavior. Renis said there is a section regarding violations and the vegetation must be replaced.

A citizen asked if you can have 20 feet to have access to your boat and dock? If you have less than 20 feet now, can you expand it? Kopriva said yes, that is in the current ordinance as well. This is under 117.219,D,h,i "Boat Access" on page 7 of the draft.

A citizen asked what is the method once this is approved to communicate to the community and the contractors to make sure everyone is complying? Kopriva said that is up to the township board. She said in the past, they would send letters to the contractors. When the contractor pulls a permit, the township checks with the contractor to ensure compliance. It would be in the township newsletter. There are opportunities to work with the lakes organizations to get the word out.

A citizen asked if they would ever consider having a real estate agent inform the buyers upon sale? Kopriva said some agents will do this and some will not. Kopriva will review this more to see if that would be a possibility.

Written correspondence in support:

Merillat said there is a letter dated April 2, 2025 from Sharon Hill. This was given to us today. Hefferan gave an overview of the letter.

Written correspondence in opposition: None.

Those speaking in support:

Steve Kelly spoke in support and he appreciates the work being done. We are doing the right thing, but he would like to make sure we get the message out. TLPA will help. Kelly also reviewed Hill's letter and discussed including best practices. Should we put pictures in to help visually create this section of the ordinance?

A citizen said it does say native plants in here, but it would be a suggestion to include a list of native plants that should be considered.

A citizen said he came in to talk about this ordinance and he did not get a copy of the ordinance. He is all for it, but he is wondering about the background. In drafting the language for the ordinance, were the lake organizations involved in the creation of those? His other question is how much we are reinventing the wheel here? There is an organization called MTA that helps create ordinances. How much is erosion discussed?

Dwayne Meyer thanked the commission and the subcommittee for the work. The meeting was properly advertised. Not to beat a dead horse, but a communication process to let everyone know about the update to this ordinance is essential.

A citizen said he supported the work being done. ESLA does work on shoreline protection and they would be willing to help get the message out.

Those speaking in opposition: None.

Hefferan closed public comments and deliberations began.

Warner said we have had input from TLPA. As someone who was a contractor, I saw many violations over the years. The enforcement is a factor for consideration. I would like to think somehow, we can put something together to communicate that to the public that puts it in the permitting process. Kopriva said regarding the inspection process, we would have to check with Antrim County to see if they would support us in that effort. Right now, all of our enforcement is complaint based. The hard thing with the shoreline is documenting what we have and do not have. Peters explained some of the county regulations and how it works with soil erosion. Building inspections would only cover the building.

Joe Renis said it is one tree every 15 feet, rather than two, to address Hill's concern with replant density. Renis said we have pictures of clear cutting on Torch Lake. We are hoping this slows them down a bit. TLPA and ESLA are two organizations that help significantly and they did have input on it. Regarding native plants, we were going to put a section in there, but if you go to a plant store, the people will know what native plants are. We did try to make it simple. Yes, there are holes, but this is a good start.

Hefferan asked Kopriva about erosion and how that is addressed? Kopriva said that would be handled by soil erosion at the county level. Hefferan asked Kopriva when the original Shoreline Protection language first went into effect. She believes it was 2018. Merillat said if you look at the definition of the shoreline protection strip, bank stabilization is a part of this. Hefferan asked when we started reviewing this ordinance amendment. This was started last summer in August when we created a subcommittee. Kopriva had been hearing comments about the shoreline and getting comments in the office. The people were concerned that the language was not clear. Kopriva said there were concerns with enforcement and the language being unclear about what can be done and not done.

Hefferan said other waterfront organizations were involved at the subcommittee level. Hefferan asked Mr. Kelly regarding how to best communicate this to the public. He would suggest repetition and use as many outlets as possible. It should be in the paper. It should be available on the website and hard copy. Proactively reach out to the lakes organizations to help communicate this. Put a list together of the contractors and make sure they are a part of the solution and not the problem. They will also put this on TLPA social media. Hefferan said enforcement is difficult, but communication is something we can do.

A citizen said he believes in the carrot and not the stick. The county should take this up but when you look at what our township has, there is a lot. It is a great idea. Let's spread the word.

Hefferan said in regards to soil erosion, the county just took it back into the building department. He would suggest talking to soil erosion.

**Motion** by Renis to recommend approval of ZO 2024-03, Shoreline Protection Strip Amendment, to the township board changing references of DEQ to EGLE. This is a small

change and does not need to be reposted. Seconded by Ford. **Motion carried.**

This will go to the county and then the township board for approval, most likely in May.

New Business:

1. Fence Amendment Update:

Subcommittee Meeting April 2, 2025 at 6 pm. Kopriva presented a draft amendment. Please review and it will be discussed at next month's meeting. Renis said this language is good and we are looking for any additional input. Ford said he also likes the language after a brief read through.

2. Paid Taxes Prior to Permits Issued Amendment:

Hefferan said this was presented last month and the township board gave a clear directive that they would like us to take this up. Kopriva has provided language. This applies to real and personal property taxes. Ford asked about the due date question. Kopriva said it does not specify. Kopriva asked the commission if it should be those who are delinquent or taxes billed and not yet due. Commission members agreed that it should be taxes that are delinquent with the township. Kopriva will add that language. The goal will be to have a public hearing on this in June. It should be on the agenda next month.

Reports:

ZA Report:

Kopriva provided a report for members to review.

Township Board Report:

Renis said the monthly board meeting has been changed to the third Monday of the month at 9:00am.

ZBA Report:

Hefferan said the ZBA did not meet.

Planning Commission Updates:

None.

Future Meeting Considerations: May 7, 2025:

1. Fence amendment.
2. Paid Taxes Prior to Permit amendment.

Meeting adjourned by order of the chair at 8:01pm.

Respectfully submitted,

Joseph Merillat

## County of Antrim - Planning Commission

Bryan Graham

Leslie Elrod

Jim Gurr

Jason Helwig

Ron Tschudy

### Minutes – May 6, 2025

Members Present: Bryan Graham, Jim Gurr, Jason Helwig, Leslie Elrod

Members Absent: Ron Tschudy

Staff and Others: Duane Meyer, Paul Sak, Janet Koch

#### 1. Meeting called to order at 5:37 p.m. by Jim Gurr

#### 2. Pledge of Allegiance

#### 3. Approval of Agenda

**Motion by Bryan Graham, seconded by Jason Helwig, to approve the May 6, 2025 agenda.**

**Motion approved.**

#### 4. Declaration of Conflict of Interest

None.

#### 5. Public Comment

Paul Sak mentioned that the agenda packet included information regarding communications regarding Helena Township zoning ordinance updates and the draft Mancelona Area Master Plan. It was noted that a public hearing regarding the Helena Township zoning ordinance was posted for May 8. Mr. Sak noted that discussion and approval of the zoning ordinance updates had taken place in April. It was suggested that Mr. Sak talk to the township regarding the sequence of events.

Duane Meyer said he was looking forward to the discussion regarding the Milton Township zoning ordinance amendments.

#### 6. Approval of Minutes

**Motion by Bryan Graham, seconded by Jason Helwig, to approve the minutes from April 1, 2025 as presented.**

**Motion approved.**

#### 7. Old Business

##### Review of Bylaws (4/1)

The Planning Commission discussed the proposed Bylaws. Mr. Graham noted that the specific relationships noted in the Conflict of Interest were taken from Michigan Court Rules. Mr. Gurr said the broad reach seemed unnecessary considering the advisory nature of the Antrim County Planning Commission. Mr. Graham noted that the 6.3(d) and (e) were included to protect the County from accusations of constitutional violations.

Ms. Elrod commented on the new § 4.4 Time of Meetings, which included not considering any agenda item after 8 pm. Other members of the Planning Commission noted that that type of language was not uncommon for Planning Commission bylaws.

She also mentioned that she had experience with other municipal attorneys not recommending that 8.7 Robert's Rules of Order be included in bylaws. It was mentioned the Antrim County Planning Commission has parliamentarian expertise provided by county staff.

**Motion by Bryan Graham, seconded by Jason Helwig, to approve the bylaws as presented.**

**Motion approved.**

## **8. New Business**

### **Milton Township ZO Amendment – Shoreline Protection**

Mr. Graham noted that state law required that an ordinance can only be amended by another zoning ordinance. He added that the document presented to the Planning Commission was not a legal document that could be used for that purpose. He said he could not in good faith recommend that any township approve a document of the type that was presented.

**Motion by Bryan Graham, seconded by Jim Gurr, that the Antrim County Planning Commission does not recommend adoption of the proposed Milton Township zoning ordinance amendment until such time as the proposed amendment is placed in the proper legal format to make it a zoning ordinance amendment.**

**Motion approved.**

**Motion by Jason Helwig, seconded by Bryan Graham, that the Antrim County Planning Commission found no incompatibilities between the Antrim County Master Plan and the proposed amendment to Milton Township Zoning Ordinance 2024-03.**

The Planning Commission discussed the proposed amendment.

**Motion approved.**

## **9. Various Matters**

The need for Antrim County Planning Commission training and training for township and village Planning Commissions was discussed. Staff was requested to send a letter to township and village clerks to distribute to their Planning Commissions, and that the letter 1) note the Antrim County Planning Commission's concerns about proper legal formatting of proposed zoning ordinances and potential consequences, and 2) ask about interest in training events that might be sponsored by the County, and if there is interest, what time of year would be preferred.

## **10. Public/Member Comment**

Mr. Gurr noted it had come to the Planning Commission's attention that documents submitted to the Antrim County Planning Commission in good faith for review are not necessarily following all rules and procedures.

Mr. Sak thanked the Antrim County Planning Commission for their expertise and noted the Helena Township public hearings of April and May, and suggested that May public hearing be canceled.

Mr. Meyer stated that he supported shoreline protection. He added that the discussions regarding conflict of interest and process were healthy.

Mr. Gurr said that judges look at deliberate intent and absence of malice.

**Meeting adjourned at 7:07 p.m.**

**Antrim County**  
**Materials Management Planning Committee Minutes**  
**July 24, 2025 at 2:00 PM**  
**Antrim County Government Center**  
**203 E. Cayuga St., Bellaire, MI 49615**

<b>MMPC Member Attendance</b>			
Andre Grobaski, GFL <i>rep. of a solid waste disposal facility</i>	<i>E</i>	Bill Hefferan, Antrim County <i>elected official of the county</i>	<i>P</i>
Melissa Zelenak, Sunshine Recycling <i>rep. of a hauler</i>	<i>P</i>	Mark Byard, Central Lake Township <i>elected official of a township</i>	<i>P</i>
Mark Bevelhymer, GFL <i>rep. of a materials recovery facility (MRF)</i>	<i>E</i>	Michelle Fox, Village of Central Lake <i>elected official of a city or village</i>	<i>P</i>
Vacancy <i>rep. of a composting facility</i>	-	Vacancy <i>business rep. generating material</i>	-
Vacancy <i>rep. of waste diversion, reuse, or reduction</i>	-	Isha Pithwa, Networks Northwest <i>rep. of the regional planning area</i>	<i>E</i>
Lindsey Mason, ECT <i>rep. of an environmental interest group</i>	<i>P</i>	<i>Attendance Key:</i> <i>A - Absent</i>	<i>P - Present</i> <i>E - Excused Absence</i>
Others in Attendance: Joe Renis (Milton Township), Mathew Cooke (DPA Representative), Tracy Tomaszewski (EGLE)			

**I. Welcome and Introductions**

Melissa Zelenak, Chair, called the meeting to order at 2:05 p.m. Members introduced themselves to members of the public and EGLE staff.

**II. Public Comment**

None.

**III. Review Proposed Agenda**

*Motion by Mark Byard, supported by Michelle Fox, to approve the July 24, 2025 MMPC agenda.*  
*Motion carried unanimously.*

Antrim ● Benzie ● Charlevoix ● Emmet ● Grand Traverse ● Kalkaska ● Leelanau ● Manistee ● Missaukee ● Wexford  
 PO Box 506 ● Traverse City, MI 49685-0506 ● Phone (231) 929-5000 ● Fax (231) 929-5012 ● [networksnorthwest.org](http://networksnorthwest.org)

## IV. Approval of April 24, 2025 Meeting Minutes

*Motion by Michelle Fox, supported by Lindsay Mason, to approve the April 24, 2025 MMPC meeting minutes. Motion carried unanimously.*

## V. MMP Discussion

Mathew Cooke informed the MMPC that the Resident MMPC Survey (22 responses from Antrim), Local Units of Government MMP Survey (30 responses from 102 LUG's), and MMP Business Survey (11 responses). We will continue to push the survey via social media (tagging local organizations), community events, and press releases. If you would like to get some survey business cards or flyers, please let Mathew Cooke know. Michelle Fox asked about the number of responses for statistical accuracy on the survey. Mathew Cooke noted that it is difficult to achieve 3-5% of 25,000 people on surveys so we focus on promotion of the opportunity to respond.

Mathew Cooke will be meeting with RRS on data collection and Isha Pithwa in regards to GIS mapping of infrastructure and InDesign document of the Materials Management Plan. He also noted that Isha Pithwa was appointed to replace Janie McNabb as the RPA representative which offers cross-over of internal staff. Mathew Cooke noted that he is working on hauler/operator survey scripts to hold conversations with the businesses. In addition, the community engagement events will continue to take place over the next months. The FY 26 Work Program draft will be presented to the members at the August meeting.

Mathew Cooke presented the draft Antrim County Community Profile and previous planning documents. Joe Renis mentioned that the population swells during summer months and impacts on community infrastructure, and will be referenced in the plan through the Northwest Michigan Seasonal Population Study. The previous planning documents included the Antrim County Materials Management County Engagement Grant, Antrim County Materials Management Profile, SEEDs Organic Waste Diversion in Antrim County, and the existing Solid Waste Plan goals and

objectives. It was discussed that Mathew Cooke will work with staff on review of the previous goals and objectives.

Melissa Zelenak noted that the recycling bins are being picked up more frequently throughout Antrim County because they are consistently full. Discussion led to an emphasis on the importance of education and outreach and the need for transparent contracts for communities. The prospect of the Central Lake area being a hub for future possibilities with recycling and organics was discussed.

Mathew Cooke and Melissa Zelenak will work on a facilitated discussion at the August meeting.

The remaining discussion that took place included:

- Flow Control - Emmet County example discussed
- Finding a comprehensive drop-off site in the County
- The effects of contamination
- Need for continued education and outreach
- Sound contracts
  - Must report contamination, totals, etc.
- Separate glass collection from plastics/carboards
- Connecting end-users for materials
- Organics waste drop-off
- Curbside recycling in Villages
- Food waste to farms
  - From schools, residents, etc.
- Organic-Composting outlets

## VI. Committee Member Comments

None.

## VII. Public Comment

None.

Antrim ● Benzie ● Charlevoix ● Emmet ● Grand Traverse ● Kalkaska ● Leelanau ● Manistee ● Missaukee ● Wexford  
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**VIII. Adjourn**

*Melissa Zelenak, Chair, adjourned the meeting at 3:10 p.m.*

DRAFT

Antrim ● Benzie ● Charlevoix ● Emmet ● Grand Traverse ● Kalkaska ● Leelanau ● Manistee ● Missaukee ● Wexford  
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**Elk Rapids District Library Board of Trustees**  
**July 10, 2025, 5:00 pm**  
**Elk Rapids Government Center, 315 Bridge Street, Elk Rapids MI 49629**

**DRAFT**

**DRAFT**

**1. Call to Order and Approval of Agenda:** Hults called the meeting to order at 5:00pm

**Members Present:** Diane Richter, Julia Pollister Amos, Camille Campbell, Dick Hults, Dan McAuliffe and Joe Fisher

Also present: One audience member

Member absent: Nancy Wonch

Agenda Approval: Amend agenda to add 6C: Discussion of Site Plan, under New Business.

**MOTION:** by Richter/Campbell to approve the agenda as amended

Motion carried.

**2. Public Comment:**

None

**3. Consent Agenda**

The purpose of the Consent Agenda is to expedite business by grouping non-controversial items together to be dealt with by one board action without discussion beyond asking questions for simple clarification. Any board member may ask that any items on the Consent Agenda be removed and placed elsewhere on the agenda for discussion. Such requests will be granted. If an item is not removed, the Consent Agenda is approved by a single board action.

A. Minutes –June 12, 2025

B. Treasurer’s Report and Approval of Bills

**MOTION:** by Pollister Amos/Atkinson to approve the consent agenda.

Roll Call.

Pollister Amos: Yes

Richter: Yes

Hults: Yes

Atkinson: Yes

McAuliffe: Yes

Fisher: Yes

Campbell: Yes

Motion carried. 7-0 with one absent

**4. Correspondence**

Williams said we have David Right who helps us with our grants. He and his wife have offered us a 16ft ski boat to sell and use the proceeds for the campaign. He paid \$13K for it. We have a

gift policy so we can accept things like this, but would the board like to take on this challenge.

**MOTION:** by Pollister Amos/McAuliffe to accept the gift of the 16 ft Lowe fishing and ski boat with trailer and registration with a 90 horse engine,

Roll Call.

Fisher: Yes

Pollister Amos: Yes

Campbell :Yes

Richter; Yes

Atkinson: Yes

Hults: Yes

McAuliffe: Yes

Motion carried 7-0 with one absent.

Aaron Hill said we got into a back and forth in the village regarding the bike mobile and if we take that into a park, who should we talk to about that? The village seems to want us to apply for a peddlers license. Hill was asked to prepare a proposal for it. Hill believes the ordinance doesn't apply to us. We can inform them of our intention and schedule, but no need to have a license or permit. Pollister Amos said take it to the park and offer free books and if it's a problem, we will deal with it then.

Williams said we've gotten some great letters of support which were in the newspaper.

## **5. Unfinished Business:**

None

## **6. New Business**

A. Rotary Charities Grant: Williams said she would like to apply for a grant from Rotary Charities. We are now being encouraged to apply for the Assets for Thriving Communities Grant. They want projects that have significant ground work finished and those that engage the community. We have both of those. We did meet on Zoom and she encouraged us to apply in September. Williams needs a motion for approval in the min

**MOTION:** by Pollister Amos/Campbell that the director is authorized to apply for the Rotary Charities Assets for Thriving Communities Grant.

Motion carried.

B. Budget Amendment: Williams said there are some slight amendments to the budget. She discussed these amendments. The first is the removal of Torch Lake Township contribution. General donations were also increased. The changes were a plus on income and made the changes for legal to reflect what the board approved last month and increased the money for Cairn Hwy and the clearing of the land. That cost was added. We are still putting money in the fund balance. We are still in the black. Hults asked regarding the budget for the legal fees and where that falls. Hults said costing should stay applied to the project. Atkinson said if we have the funding to cover in operations, keep the expansion separate. Hults said the next thing to come up will be the site topo work. Will this come under operations? No, that's included in the budget

for the capital campaign. Campbell said we didn't have a budget for legal expenses. If we change that now, it could be a problem.

**MOTION:** by Richter/Atkinson to approve the budget amendments

Roll Call

Richter: Yes

Atkinson: Yes

McAuliffe: Yes

Fisher: Yes

Pollister Amos: Yes

Campbell: Yes

Hults: Yes

Motion carried 7-0 with one absent.

C. Discussion of site plan: Hults discussed the topo work that is being done that will cost approximately \$2500.

**MOTION:** by Pollister Amos/Campbell to approve the topo work being done at Cairn Hwy for an amount not to exceed \$2,500.

Roll Call

Atkinson: Yes

Pollister Amos: Yes

Hults: Yes

Richter: Yes

Campbell: Yes

Fisher: Yes

McAuliffe: Yes

Motion carried 7-0 with one absent.

## **7. Director's Report:**

**Summer Reading:** The fun has begun! Our staff is busy with summer reading events and despite the rainy weather, people are coming out for games, crafts, stories, bikes and teen events. We took the week of the 4th off to recoup our energy and will return to programming this week. See the attached calendar.

**Audit:** The audit was completed last month. We should have the final copy by the August meeting

**Grants:** We received a \$25,000 grant from the Schmuckal Family Foundation for the new library. We are thrilled to have their support.

### **Quinn Evans:**

We had our first onsite meeting with Alex Fritz from Quinn Evans and expect another meeting in August as they work on the Schematic Designs. The building committee will report more detail of the meeting.

**Campaign:**

We are excited to share that we have less than \$1 million to go in our fundraising efforts. See the campaign report for details!

We have library support signs for checkout to put in your front lawns  
We have t-shirts for sale for \$15.00 to support the library campaign.

We will hold another open house at the Cairn Hwy building on July 22nd from 4-5:30. We are always looking for board members to assist us during that time. It is a great opportunity to meet the public. Sign up here: [Open House sign up](#)

Or email me to let me know you are coming

We are marching in the Harbor Days parade, using the Rotary club of Elk Rapids' float. We would love for any of you to join us. Sign up here: [parade 2025](#)

Other fundraising events coming up:

- Movie Screening: Free For All: The Public Library July 15<sup>th</sup> 7:00 at Elk Rapids Cinema, doors open at 6.
- Michigan Writers Cooperative Chapbook Winning Authors will do a reading on July 23<sup>rd</sup> 7:00 at Townline Cinderworks. Printer Chad Pastonik from Deep Wood Press, Michigan author Jerry Dennis and Michigan Illustrator Glen Wolfe have collaborated to produce a print called **“A Passion for Books”** to sell at the event. Black and White are \$100, full color \$500. All sales for the books and the print will go to the campaign. We are so grateful for the generosity of this trio of talent!

**July Capital Campaign Update**

\$2.5 Million and Climbing! The July 4th weekend marked the conclusion of a very active May and June for our capital campaign committee. Thanks to the dedication of staff and volunteers, we hosted numerous events across the district—bringing together a wide range of community members. These gatherings are now bearing fruit, with new gifts and pledges coming in and increased awareness of the upcoming millage vote.

In addition, early summer has been productive for one-on-one major gift meetings and continued progress in securing foundation support. We should all be encouraged by the campaign's current momentum as we enter the final stretch.

Looking ahead, here is a breakdown of where we anticipate the remaining \$1 million will come from:

Foundations: \$250,000+

Individual Major Donors: \$250,000+

Business & Corporate Gifts: \$100,000

Friends of the Library (Individual Gifts): \$100,000

Community Donors (Families/Individuals): \$50,000+

If we maintain these strategies into the fall—particularly after a successful August vote—we are confident in reaching our \$7 million goal.

Thank you for your continued support and leadership.

**Millage:**

The millage vote is on August 5<sup>th</sup>. I have attached millage information for you to share. We also have a great millage webpage that has all the information.

Hill shared the circulation totals to date. ( see page 6)

**8. Standing Committee Reports**

- a. Personnel Committee – Pollister Amos, Atkinson, Campbell

Pollister Amos said there was a meeting on July 7<sup>th</sup> and she provided notes. We received a recommended contact from Foster Swift. We will get together with Williams in August and have something back to you by September. This shouldn't be significantly different than what we are doing now, but it gives our director the professional recognition she deserves.

- b. Financial Committee – Atkinson, Pollister Amos, Richter

Atkinson said we had a good meeting about insurance. It's hard to compare apples to apples when looking at levels of coverage. We have two estimates and we haven't heard follow up on the comparison that Joe will do. When we have more time in the fall, we will review this. Construction coverage is still under review.

**9. Ad Hoc Committee Reports**

- a. Building Committee – Hults, McAuliffe, Campbell

The building committee met with Quinn Evans and discussed the path forward and Hults is working on the topo. It was a good meeting. They will map out things on the floor.

Williams confirmed this was done. Hults added that their structural engineer wants us to check an interior wall to review the structure. We discovered the building was built in phases. They would like a section excavated on the outside also and this is to check calculations. We have to have holes cut in the concrete where the renter is. It will be the third wall opening. We want to give them a heads up ahead of time as they've been very accommodating. Hults will need to find someone to do the work after we open it up.

Hults also discussed the structural engineers report. Hults compiled the recommended changes for the contract and once that's modified he will send it to the attorney for review. This will be done by the next meeting.

## Library Door

Count: 2,919

ELK RAPIDS  
DISTRICT LIBRARY

May 2025

## Circulation Totals to date

April 2025: 4,059

April 2024: 3,568

FY 2025 YTD: 12,097

Printing

2966

## CIRCULATION

Technology

84

Books

2169

Children's special  
collections

29

E content

1124

Library of Things

5

MEL Received

212

DVD's

341

MEL Sent

75

Other

95

## PROGRAMMING

Audience	# of programs	Attendance
Preschool	4	160
School aged	0	0
Family	2	166
Adults	19	179
Total	24	505

## Events Highlight:

- Seed library has been wildly successful
- 55 tomato plants picked up by patrons
- Book clubs had a lot of fun welcoming seasonal patrons back home

b. Strategic Planning Committee – Wonch, Pollister Amos, Fisher

No meeting

c. Campaign Steering Committee – Hults, Wonch, Pollister Amos

Report provided in the packet

## **10. Friends Report:**

### **As provided by email**

Friends of the Elk Rapids District Library

Liaison Report

July 10, 2025

The Friends Board of Directors met at 5:00 on June 23, 2025, in the meeting room of the new Library, with eight members attending, as well as Director Pamela Williams, and 5 guests. Sharon Bacon, Acting Chair, presided.

#### **Meeting highlights:**

- The Treasurer reported net income through May: \$66,667. A draft budget for FY'26 will be available for approval at the July meeting. Member donations are lighter this year, perhaps due to the capital campaign. To date, \$55K has been paid toward our \$75K pledge.
- Sharon welcomed Camille Campbell in a new role—that of Board of Trustees Liaison to the Friends, replacing Julia Pollister Amos.
- Speaking as BOT Liaison, Camille reported that the Board approved the Quinn Evans contract and increased the budget for a legal counsel review of contracts.
- Guest Glori Crowell commented that she expected the permit for the Little Free Library would be approved.
- Guest Trustee, Nancy Wonch, presented her fundraising and advocacy project—the movie “Free for All: The Public Library,” to be shown at the ER Cinema on July 15 at 7:00. She asked for Friends assistance in publicizing the event, especially by distributing flyers. Admission will be free, with donations requested, all going to the capital campaign.

#### **Committee Reports:**

- The Book Cellar has an abundance of great nearly-new books and has added a new sections for “Westerns,” based on popular demand. The new Bike Bookmobile will be parked in the Book Cellar when not in use.
- Public Relations provided publicity for the Horse Show benefiting the Friends, assisted in writing the memberships renewal letter, as well as contributing to the “Porch” and the Friends newsletter. She publicized that the Friends would continue to receive Horse Show benefits when ordering tickets online.
- Membership renewal letters were mailed the last week of June. New note cards have arrived, and the Friends brochure has been revised. Friends board will volunteer at Evenings on River Street.
- Fundraising reported \$1295.00 received from the Horse Show. The next Glamour, Glitter, Glitz event has been postponed to 2027. Friends are continuing to assist with the capital campaign by volunteering at Open House events on July 8 and 23. The next fundraising event is: Fall, Flannel & Friends” on October 23.

**Director's Report:**

Pam gave an update on the past month and upcoming events, including Summer Reading, debut of the Bike Bookmobile, participation in the Manna Project, successful Open House and FOL-sponsored home gatherings to promote the campaign.

Handouts with background and talking points on the proposed millage were distributed. Friends agreed to actively participate in promoting the vote on August 5 by calling those known to them on the absentee ballot list.

Program funding for the next budget year was requested: \$10,000 for general programming, and \$2,000 for support of "1000 Books."

Pam announced that a significant grant has been received from the Oleson Foundation in support of the capital campaign.

Details of the next program in the Writer's Series were shared—Winners of the Michigan Writers' Chap Book Competition event at Townline Cider on July 23. Prints by illustrator Glenn Wolf will be available for purchase.

**Old Business:**

Pam gave an update on the capital campaign. Sharon noted that five hosted events had been scheduled or held since the last meeting.

**New Business:**

Pam announced that the Rotary Club has offered their float to the library to be used in the Harbor Days parade. Pam requested Friends support to help construct the float display and march in the parade.

The meeting adjourned at 6:10 and was followed by a lively discussion of books being read and recommended by Board members.

Next meeting: July 28, 2025, 5:00, at the New Library.

Respectfully submitted,

Sharon Bacon

Acting Chair and Friends Liaison

**11. Public Comment:**

None

**12. Board Comments:**

Pollister Amos said Wonch wanted to remind us of the movie event on the 15<sup>th</sup>. She also read from the Traverse City Business News about the Northwest Education Services building which will be renamed for Joseph C. Fisher acknowledging his 48 years of service on their board. Board members congratulated Fisher on this accomplishment. Pollister Amos also said it's important to get out the vote for the library millage and she also complimented the library newsletter. There have been some good letters to the editor. We may want to consider putting a paid ad in the paper from the whole board. The board agreed.

Campbell said when we were in the building committee meeting, they raved about the signs. They drove around and couldn't believe how they saw the signs everywhere.

Fisher asked regarding social media. Williams said the website is a great source of information. We are just starting with strategy with how and what we can put out there about the millage. We can give them the information. We haven't done much before because we don't want to invite

trolls in. You will start seeing more.

Hill gave an update on the Island House Committee

Hults said at the village board meeting, we established the use for the new building to be a library. They haven't issued the permit to the food pantry to get the slab poured.

Hults took the list at the horse show regarding the getting out the vote, he talked to all 13 of them and they were all positive about the library. Richter asked about this list and how she can get one. Hults said you can discuss with the Friends. Contact Sharon Bacon.

**13. Adjournment**

Meeting adjourned by order of the chair at 5:53 pm.

Respectfully,  
Julia Pollister Amos  
Secretary Elk Rapids District Library Board of Trustees